**Position:**

Delivery Driver/ Warehouse Assistant

**Qualifications:**

* Must be 18 years of age
* Have or be able to obtain medical examiner’s certificate
* Able to pass pre-employment, random and post-accident drug screenings subject to DOT regulations
* Ability to pass any site required drug testing and criminal background checks
* 1+ years delivery driver experience
* 1+ years commercial driving experience
* Able to take direction and instruction from supervisor
* Valid driver’s license
* Solid transportation and prompt
* Excellent communicator, Self-starter
* **Positive Team Player**, who takes ownership of role

**License**

* DOT Medical Card (Preferred)
* CDL Class B (Preferred)

**Principal Duties / Responsibilities**

* Comply with all Company, OSHA, DOT and WISHA safety standards
* Fully comply with FCMSA/DOT rules and regulations
* Drive safely, following all laws and rules of the road
* Ability to work in physically demanding jobs, including standing, kneeling, bending, lifting (up to 80 pounds) and working at varying heights
* Prepares shipments and examines outgoing shipments to ensure shipments meet specifications
* Audit materials to ensure load accuracy
* Fully load and unload company fleet each day in a safe, efficient manner
* Carry individual cabinets by hand from location-to-location each day
* Maintain a clean driving record throughout employment
* Must have flexible daily schedule based on dispatching needs
* Perform other assigned positions per company needs when not driving
* Clean loading area before / after loading vehicle. Maintain all shipping equipment.
* General customer service attitude throughout interaction with customers, i.e. friendly service, problem resolution, etc.
* Ability to coordinate and work side-by-side with other trades effectively
* Attach identifying information and shipping instructions onto packages
* Must arrive and depart from work as per specified schedule. (May be asked to work extended hours)
* Ability to operate forklifts and other shipping equipment
* Maintains professional attitude and demeanor when approaching work assignments
* Follows procedures in company handbook
* Most projects local, but some travel will be required
* Other duties as assigned by management

**We Offer:**

* Competitive Wages
* Company Paid Health & Dental
* Paid Sick Leave
* Paid Vacation and Holidays
* 401K

**Shift:**

* Full Time
* Weekdays from 6am-4:30pm (hours vary based on project needs)
* Potential overtime, including Saturdays, based on business needs
* Most projects local, but some travel will be required