



PERFORMANCE THE RIGHT WAY  
IS OUR ONLY AGENDA

### **Job Description**

**Job Title:** Driver

**Reports to:** Warehouse/Purchasing Agent

**Focus Areas:** Higher education, k-12, hospitals, hotels, government, other institutional campuses or facilities.

#### **Principal Duties and Responsibilities:**

Include safely and efficiently transporting and delivering materials and equipment to several construction sites throughout the greater New Orleans area.

#### **Job Responsibilities**

1. Drives truck to transport materials and equipment to and from specified destinations
2. Positions blocks, tie roper and other devices to secure load during transit
3. Assists loading and unloading truck and/or trailer
4. Verifies load against shipping papers
5. Maintains logs and records according to DOT regulations as required
6. Maintains and checks truck's equipment and supplies to assure roadworthiness
7. Notifies supervisor of currently needed or anticipated repairs
8. Perform minor emergency roadside repairs
9. Various yard duties as assigned

#### **Requirements**

- Class A Commercial Driving License
- Familiar with trailer bumper and gooseneck trailers and other hauling methods

#### **Knowledge, Skills and Abilities**

- Able to lift 100 lbs. occasionally and frequent lifting/carrying of up to 50 lbs.
- Demonstrate knowledge and/or familiarity with local roads and streets.
- Able to work well in a fast-paced environment.