



Job Description

Job Title: Delivery Driver (Box Truck)
Department: Service
Reports to: Service Manager
FLSA Status: Non – Exempt, 8:00 am – 5:00 pm, Monday – Friday

Basic Duties:

- The safe, efficient delivery and setup of equipment to and from customer locations.
- Prep, load and properly secure equipment for transportation.
- Operate company vehicle(s) and equipment safely and responsibly.
- Maintain a good driving record and clean license.
- Maintain vehicle cleanliness, inside and out.
- Verify before vehicle use, correct fluid levels and safety items. Report variances.
- Maintain accurate delivery records.
- Maintain positive customer relations.
- Maintain professional appearance and attitude.

Other Duties:

- Assist in the setup of equipment for installation.
- Organization and cleanliness within the warehouse and shop.
- Prep equipment for shipment by freight companies.
- Receive and ship equipment and supplies.
- Assist with inventory.
- Complete other tasks as required by management.

Qualifications:

- Three years of driving experience with box truck, preferred.
- Clean driving record and license.
- Bondable and insurable.
- Neat, professional appearance.
- Driving knowledge of the metro Atlanta area, preferred.
- Able to lift 50 pounds. Job requires bending, squatting, kneeling, pushing, pulling, moving and lifting various pieces equipment.
- Good communication skills, oral and written. Computer literate.