



JOB DESCRIPTION

Position: Home Delivery Driver
Reports to: Driver Dispatcher
Status: Hourly, Non-Exempt

ESSENTIAL FUNCTIONS – include and are not limited to:

- Must possess and maintain a valid CDL A or B driver’s license with Tank and HazMat endorsements.
- Maintain a valid DOT physical card.
- Be capable of repeatedly climbing in and out of the cab, dragging a petroleum filled hose several feet and walking on top of a petroleum tank.
- Provide exceptional customer satisfaction on a daily basis while interacting with customers.
- Possess a drive, determination, professionalism, and the desire to be a significant factor in growing our business.
- Loads, secures, transports, delivers, and unloads gasoline, oil and propane products to and from specified destinations.
- Comply with all company policies and procedures 100% of the time.
- Complete daily and monthly paperwork requirements in order to ensure compliance with company standards and protection of its assets 100% of the time.
- Constantly work in outdoor weather conditions with exposure to oil and/or propane fumes and the elements.
- Follow all DOT and HazMat regulations, Mirabito safety standards and policies 100% of the time.
- Ensure that Company and Government safety, policy and regulatory standards are met and maintain zero preventable incidents 100% of the time.
- Maintain safety and compliance records 100% of the time.
- Must be able to successfully complete a pre-functional evaluation.
- Must be able to successfully complete a pre-employment drug screen.
- Be capable of maneuvering equipment and materials in excess of 300 pounds with use of proper mechanical devices and/or additional man power.

RESPONSIBILITIES – include and are not limited to:

- Deliver gasoline, oil, and propane products to customer base.
- Follow route and time schedule that is provided by the Dispatcher on a daily basis.
- Load, unload, prepare, inspect and operate delivery vehicle in accordance with company standards.
- Provide services and interact with customers to ensure that we provide all of our customers with the best possible satisfaction.
- Collect payments from customers.
- Inform customers of new products and services.
- Complete logs and reports according to company standards, policies and procedures.
- Participate in any required job training and/or certifications and safety meetings.
- Report to work as scheduled with minimal absenteeism or tardiness.
- Attend job related training and informational seminars as requested.
- Perform other related duties as assigned.

QUALIFICATIONS AND SKILLS – include and are not limited to:

- CTEP qualifications-if not currently certified will need to obtain within 1 year of employment and maintain these certifications.
- Prior driving experience preferred.
- Prior experience with HazMat material preferred.

The list of requirements, duties and responsibilities is not exhaustive but is merely the most accurate list for the current job. Management reserves the right to revise the job description and to require that other tasks be performed when the circumstances of the job change. (For example, emergencies, changes in personnel, workload or technical development.)

Supervisor

Employee

Date

Date