

Delivery Driver Position Description

Summary:

Metal Exteriors' (ME) Deliver Driver Team Members are responsible for the delivery of ME's products to customers. These people handle finished products, interact regularly with customers, and must be highly reliable. This position reports to the Delivery Department Leader.

Responsibilities:

- Prepare, inspect, and operate delivery equipment (vehicles and trailers)
- Load and unload products
- Ensure order accuracy
- Manage order inaccuracies
- Adhere to routes and schedules
- Collect COD payments from customers
- Solicit feedback on services
- Document deliveries (i.e., acquiring photos, signatures, et cetera)

Qualifications:

- Valid Driver's License
- Valid Commercial Driver's License (CDL)
- Good driving record
- Ability to operate roll-off trailers
- Ability to operate crane trailers
- Able to operate forklift
- Eager to work
- Able to regularly lift fifty pounds
- Willing to learn
- Generally positive attitude
- Strong attention to detail and accuracy
- Ability to work independently and as part of a team
- Strong analytical and problem-solving skills
- Strong interpersonal skills and ability to communicate
- Ability to perform routine tasks according to a rigid schedule
- Ability to adapt as circumstances and superiors demand
- Resonate with Metal Exteriors core values
- Access to reliable transportation

Classification and Compensation:

- Full time, Non-exempt employee status
- Onsite: Shiloh, Ohio
- Health benefits including vision and dental
- Retirement plan eligible
- Profit sharing
- Reports to Fulfillment Leader/Manager
- Wage Range: \$22-28 / hour