



BRural

BUNGENDORE RURAL SERVICES PTY LTD

DUTY STATEMENT: DRIVER

Reports to:

Duty Counter Manager

Primary Relationships:

Customers
Sales staff
Workshop & Contracting Staff
Incoming Delivery Contractors.

Job Description:

Responsible for the delivery of materials and equipment to customers or Simms Water work site. When not delivering, assist yardman in the maintenance of the BRS sales yard.

Duties:

Loading and delivery of landscape and other materials to fill customer orders.
Adhere to and participate in job scheduling in cooperation with counter staff.
Operate all machinery belonging to BRS as required.
Delivery of equipment to work sites for contracting team.
Daily maintenance of trucks and other equipment including start up checks, greasing, refuelling and checking coolants and lubricants as defined in service manual.
Routine maintenance of machinery in collaboration with mechanic.
Reporting of accidental damage and wear and tear of machinery to mechanic for repair.
Maintaining cleanliness of trucks inside and out including regular washing and degreasing and paint touch-up.
Act as assistant to mechanic or pump installer if required.

Assist yardmen with unloading incoming stock, loading customer purchases and yard maintenance.
Other duties from time to time as directed by management as long as they fall within the range of skills and abilities of the employee.

Requirements:

Minimum MR Licence (essential)
Forklift operators ticket (essential)
Front-end loader competency
Truck Mounted Crane Competency (Hiab)
Construction Industry Induction Card (White Card)
Careful responsible operator with strong regard for wellbeing of equipment, safety issues and customer's property
Exhibits pride in equipment with fastidious maintenance regime and displaying "ownership" of equipment.
High skill level in operating equipment.
High fitness level required.
Ability to communicate well with customers and other BRural staff
Ability to meet key performance indicators for ensuring correct materials are delivered on-time, every time.
An understanding of WHS requirements and a willingness to comply with the business WHS policy.

Conditions:

Permanent Full Time.
Hourly rate as negotiated.
3 month trial
12 monthly review
Summer and winter uniform including shirts, boots and protective clothing.
4 weeks annual leave pro rata
10 days pro rata, accruing, annual sick leave, not paid out on termination.
Occasional weekend work to backfill shifts for other staff members.