

Role Profile

Job Title: HGV Driver
Department: Transport
Reports To: Transport Manager
Ref: Ref-073, V2 – 30 Jul 2020

Role Overview

You will be required to deliver Mushrooms from our Packhouses on a daily basis and deliver them to Customer Sites. You will also be required to collect mushrooms, crates and packaging from customer and supplier sites and deliver to our Packhouses.

Main Duties

- You must adhere to the rules of the Highway Code at all times
- You must adhere to all EC Drivers Hours rules.
- Count all units of product codes collected from each Grower
- Ensure you are following delivery/collection route in a timely & responsible manner
- Ensure all product is loaded carefully to minimise any damage
- Check in product to Customers and Packhouse Intake and investigate and update any discrepancies
- File the correct route cards
- Fill your vehicle with fuel before offloading the last delivery to the Packhouse each day
- Park your vehicle in a neat, tidy & safe manner
- Wash your vehicle each evening before finishing your shift
- Ensure there are sufficient levels of oil & water in your vehicle each morning
- Complete a pre-collection vehicle check sheet and file it on a daily basis before moving off site
- Responsible for the vehicle provided and drive it with due care and attention
- Maintain and observe Health, Safety and Hygiene standards in accordance with Company rules and regulations
- Maintain and observe all Company procedures

This is not an exhaustive list and is subject to change and amendment.

Competencies to perform the role

- Drivers are required to work on a 5 day out of 7 basis which will include Saturdays and Sundays on a rota basis with all Lorries based in Whitley
- Must be competent with machinery and flexible to do shift work.
- A full clean HGV Drivers Licence (C+E)
- Drivers must be over 25 years old for insurance purposes.
- Digital Tachograph Card
- Driver CPC Card

Experience and Qualifications

- Manual handling experience is essential.
- Mechanical experience would be an advantage
- A minimum of 2 years' experience in Artic driving
- Forklift experience

Employee Signature _____ **Date** _____