

Truck Driver/Mover

Hourly
32 hours per week

Department: Warehouse

Reports to: Dale Brown, Warehouse Supervisor

Essential Job Functions and Responsibilities:

- Pick up donations and provide receipt to donors
- Wrap and secure furniture on truck
- Load and unload truck
- Deliver furniture and household appliances/items to clients
- Conduct weekly inspection of truck and fill-out log as specified
- Notify Vehicle Maintenance Supervisor of truck repairs as required
- Ensure truck contains adequate levels of gasoline
- Check oil in truck regularly
- Meet pickup and delivery schedule as designated by Supervisor
- Maintaining cleanliness of property yard and trash removal
- Organize furniture and household items in warehouse as needed
- Follow safe driving practices and obey parking signs
- Remove debris and clean out truck on a weekly basis
- Follow proper safe-lifting procedures
- Communicate effectively with donors and clients

Job Competencies:

- Ability to operate 17-foot box truck
- Operate pallet jack
- Build and break-down pallets
- Excellent communication skills

Job Requirements:

- Valid driver's license
- Clean driving record
- 25 years old to meet insurance requirements

Physical Demands and Work Environment

- Exposure to weather conditions prevalent at the time
- Ability to lift furniture and household appliances up three flights of stairs with assistance
- Able to lift and carry 40 lbs
- Able to bend, kneel, stand, walk and climb several flights of step

HomeFront is an Equal Opportunity/Affirmative Action Employer