

**Job Title:** HGV Driver

**General Scope:** Multidrop

**Age:** 25+ (For Insurance Purposes)

**Main Tasks:**

- Maintaining good relationships with customers, as drivers are ambassadors for the company.
- Assisting shop/yard staff in loading lorry. Roping and sheeting the vehicle if necessary.
- Checking the load before going out on the road to ensure correct items and that they are safely secured.
- Checking the route plan.
- Delivering goods to customers premises / site
- Collecting cash on delivery if appropriate and processing this back at the branch.
- Maintaining the cleanliness of the vehicle and general maintenance.
- Completing defects sheet of vehicle if necessary.
- To assist the company and any other department/branch as and when required.