

Job title: Senior truck driver

Remuneration: 15 000 pm + performance bonus

Duties:

- Assist with loading goods.
- Perform a checklist of goods loaded for delivery and note any special instructions.
- Assist with offloading goods at customer's premises.
- Ensures that all relevant documentation is signed/completed by the required parties.
- Maintain accurate and up-to-date records on trip sheets.
- Ensure vehicles are fuelled and roadworthy.
- Inform management when vehicles are due for service.
- Keeps the assigned vehicle clean.
- Report any incident, accidents, or other problems/vehicle conditions.
- Operate the vehicle in a safe and courteous manner.
- Any ad hoc duties as requested by management.
- Report any delays.
- Report when key locations such as onloading points, offloading points are reached.

Qualifications:

- Minimum Qualification: Matric/ Grade 12
- Tertiary Qualification: Will be advantageous.
- Driver's licence: Code 14
- PDP

Skills:

- Good English (spoken)
- Problem solving skills.
- Candidate must be very organized.
- Ability to perform duties and deliberate speed and accuracy without immediate and constant Supervision.
- Friendly, personable, and able to build harmonious working relationships.
- Technical Knowledge
- Ability to exercise good judgment in recognizing scope of authority and protecting confidential information.

Medical Fitness:

- Vaccination (optional)
- Medically fit.
- Safe driving record and clear criminal record

To comply 100% to the company policies, procedures and rules pertaining to the use of a company vehicle

1. The employee may not use the delivery truck for personal use. The employee is to ensure that the vehicle is parked at the premises of the company and locked away safely.
2. The employee shall be responsible for any damages, traffic fines or theft whilst in possession of the vehicle of the employer and will be obliged to report any such incident immediately.
3. Any accident that occurs whilst the employee is the driver of a company vehicle, whether the accident is the employee's fault or not - it will be the employee's responsibility to report the accident within 24 hours of it occurring, to the police and immediately to his Supervisor and/or Manager who will be required to liaise with head office to complete the necessary insurance forms for our company.
4. The employee is to take proper care of the company vehicle whilst in his possession and treat and respect it as if it is his own property.
5. The employee is to ensure that the vehicle is always clean and tidy.
6. The employee is to perform a vehicle inspection before driving the vehicle (example check license disk expire date and tick off inspection list and hand over to Supervisor/Manager).
7. The employee must report immediately to his Supervisor and or Manager, should anything suggest there are any potential malfunctions / defects or fault that may create potential health and safety issues.
8. Do not use a phone or text while driving a company vehicle. Talking on a cellular only permitted when a company vehicle has a hands-free kit.
9. The company vehicle is fitted with a tracking system for security and company monitoring purposes. If an employee dwells off the route to do private shopping or giving someone a lift etc., disciplinary action will be taken.
10. Obey traffic laws and be courteous toward other drivers.
11. Document company driving expenses and keep a logbook.
12. Monitor petrol, tire pressure, and all fluid levels.
13. Report any damage or problems to your assigned company vehicle immediately to your Branch Manager.

14. Report changes to your driver privileges, such as driver's license suspension or any criminal offence immediately to your Supervisor and/or Manager.
15. Always lock the company vehicle and park the company vehicle in a safe area when on route to customers.
16. Bring vehicle to scheduled maintenance appointments.
17. Do not drive while intoxicated, fatigue, or on medication that affects your driving ability.
18. Do not smoke in any company vehicle.
19. Do not lease, sell, or lend a company vehicle.
20. Do not allow unauthorized drivers to use a company vehicle.
21. Do not transport unauthorised passengers in a company vehicle.
22. Only authorised employees with a valid drivers' license may drive a company vehicle.

Send CV to [info@aygesolutions.co.za](mailto:info@aygesolutions.co.za)