

BOYLE'S NURSERY & LANDSCAPING TRUCK DRIVER JOB DESCRIPTION

We are looking for an experienced and dependable Truck Driver to join our team. You will safely and efficiently drive an assortment of pickup trucks and dump trucks relatively short distances within Northeast Ohio. All safety regulations and standards regarding size, weight and break periods must be followed. Our ideal candidate has a Commercial Driver's License (CDL) and has previous training in operating and driving. You will also be responsible for receiving cargo, parking in appropriate docks, tracking mileage, and documenting schedules, inventory delivery confirmation, and manifests.

Duties and Responsibilities

Plan routes to meet delivery schedule

Supervise loading and unloading

Follow all state and national driving safety regulations and standards

Complete documentation for mileage and cargo; keep track of mileage, fuel, and toll expenses; confirm inventory matches shipping documents

Refuel vehicle and check or replace oil as needed

Inspect trucks daily for damage or maintenance problems

Report any accidents or vehicle issues encountered to supervisors

Maintain vehicle equipment

Requirements and Qualifications

High school diploma or GED equivalent

Valid and current Commercial Driver's License (CDL)

2+ years professional driving experience or related work experience

Must have a clean driving record with no recent moving violations

Proficient at driving, maneuverability, and parking large vehicles

Physically fit and able to sit for long time periods, perform truck maintenance, and lift 25 pounds comfortably

Candidate should be dependable, hardworking and effective communicator

Able to work night, weekends, extended hours and holidays as needed

Benefits

We offer an exciting work environment with competitive wages and benefits (bonuses, paid holidays).

Personal Gear

You are required to bring your own lunch and plenty of fluids for daily hydration.

You are responsible for your own set of gloves, sunglasses, sunscreen, work boots and appropriate clothing for the job and weather to include rain gear and warm winter clothing.

Boyles will provide you with one shirt. You may purchase additional shirts, hoodies, hats, etc.

You are required to wear Boyles clothing while on the job.

SCHEDULE, CALENDAR, DAYS OFF, APPOINTMENTS

Consistency in Truck Driver’s days of availability is preferred. If you cannot work a particular day of the week, please notify office manager at least one week in advance and write it down on the Office Calendar. If you need time off for a personal appointment and wish to return to work afterwards, please notify office manager one week in advance and enter the approximate times you will be unavailable. Clock out then back in when you return. One half hour per shift is allotted for lunch as well as two fifteen minute breaks. It will be deducted from your time automatically.

**No Show No Call is cause for Immediate Dismissal. **

PROBATIONARY PERIOD

There is a forty-five-day probationary period. You will receive a review at the end of that time. Monthly incentives and seasonal bonuses, based on performance, may be discussed at this time.

This is what we expect from you and what you can expect from us. Relationships without rules create chaos.

Candidate will possess pride and respect in oneself, work ethic and associates.

Boyles Nursery & Landscaping is a Drug Free Environment

Use of any mind-altering substance on the job is cause for immediate dismissal.

I have read this Job Description and agree to the duties and responsibilities set forth.

Name

Date