

Driver

Company Background

Store-All is one of Ireland's largest supply chain management companies. The company currently manages in excess of 850,000 sq ft of warehousing across 16 locations across 8 sites in the South-East and has its HQ near Belview Port. The company offers custom and integrated (Transport & Storage) supply chain solutions for some of the world's leading Food & Pharma multinationals. The company also provides Document & Self-Storage services. Further sites are being developed to support the business expansion.

Reason for Vacancy

The company has been recently bought out by two managers who have ambitious plans to develop the business. There is currently a requirement for a Driver who will work within the Transport Department reporting to Transport Manager. This role is a full time role based at the Transport Department in Kilcohan, Waterford.

A Day in the Life of a Driver

- Be part of the transport team that interacts with customers and internally with Store-All warehouse staff.
- Required to be a Store-All's representative meeting our customers on a daily basis and therefore you must portray a professional image at all times.
- Expected to ensure that all daily deliveries and collections are complete each day and carried out in a timely manner, as instructed.
- Ensure that all vehicles and equipment under your control are maintained and clean at all times and that you comply with all rules of the road when driving Store-All vehicles.
- Trained in all aspects of driver duties.
- Required to adhere to Store-All SOPs and policies at all times.

Key Responsibilities

Operations

- Always treat customers and fellow road users with respect.
- The driver is responsible to take the required work breaks as per D.O.T. (Department of Transport)
- Before you take charge of a Store-All vehicle you ensure that the daily running safety check is carried out.
- Tractor units and trailers are to be clean at all times
- You must maintain a clean personal image at all times. Personal hygiene is the basic concept of cleaning, grooming and caring for our bodies. If protective equipment becomes too soiled during the job, you should stop and replace it with clean equipment.
- Before commencement of deliveries you must check that all your paperwork is correct and your load is secure.
- Ensure you have a consignment book and truck supplies (SOP 045, General Procedure for Store-All Drivers) in your vehicle at all times.
- Route planning is essential to achieve an efficient service therefore agree route as issued to you by planner.
- On commencement of run ensure that driver card is inserted properly into vehicle.
- When carrying out deliveries and collections it is essential that all POD (Proof of Delivery) and Consignment books are signed by customers and any discrepancies recorded.
- Where the driver's app Dispatch it is being used, it is essential you upload all PODs after delivery.
- On return to base, the vehicle is to be unloaded and items put into correct bays for distribution. The completed paperwork is to be stapled to your driver sheets for the day and put in your tray in TPN office at the end of each day.
- Drivers will be responsible for loading vehicles in a safe manner as required, and must ensure that paperwork for these loads is present and correct.

Training

- Ensuring all Training is completed.
- Comply with instructions given during training.

Health & Safety

- Be aware of Health & Safety compliance and high visibility vest to be worn at all times. Smoking is strictly prohibited in our warehouses, offices, canteens, in the tractor unit and trailer. Smoking is also prohibited on all customer premises.
- Be vigilant at other warehouses and report any other companies that are making deliveries /collections and determine if Store-All Transport could carry out this work. Be aware if there is any additional business that may be had from our customers.
- It is the driver's responsibility to ensure that all tractor units and loaded trailers are parked inside the warehouse each night ensuring loaded trailers are reversed up to walls. Loaded box trailers are held overnight on Store-All premises only on rare occasions, in which case they must be reversed up to the wall to prevent pilfering/tampering. This must be approved by Quality and customer in advance.
- Follow Store-All Health & Safety policies, and inform superiors of any safety issues identified/observed.

Reporting

- It is critical to communicate with the planner frequently especially in the case of delays, (a call or text message to the planner is demanded) the planner will also communicate with you in relation to additional pickups and will advise or re-route you to achieve maximum efficiency.
- Ensure that vehicles are refueled as per procedure and that any issues with vehicles from a Health & Safety perspective are reported immediately to the Transport Manager.

Compliance

- The driver is responsible for keeping his/her CPCs (Certificate of Professional Competence) up to date.
- Comply with GDP,BRC, ISO Standards and Health and Safety and Quality requirements, as per Store-All SOPs and policies.
- Compliance with Transport KPIs.

Experience & Skills

- HGV Licence
- Manual Handling Certificate
- Fork Truck Driving Certificate, if applicable
- Basic IT knowledge required (computer/Driver's App)

Benefits

- Subsistence
- Full Travel Expenses Paid.
- Training and career progressions opportunities available.
- Employee Assistance Program.