**JOB DESCRIPTION**

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| **Title:**  *Transport Driver* | **FLSA Status**:  *Non-Exempt* | **Shift:** *First* |
| **Reports to**: Operations & Safety Manager | **Department:** *Operations* | **Employment Status:** *Full-Time* |
| **Supervisory Responsibilities:**  *No* | **Location:** Selma,NC  *Facility* | **Date Created/Last Evaluated:** Sept 25*, 2015* |
| **Summary**  *This position will be responsible for operating company owned Commercial Motor Vehicles (CMV’s) to deliver petroleum products.* | | |
| **Qualification Requirements**  *To perform this job successfully, an individual must obtain a Class A CDL with Tanker & HazMat Endorsements and a valid Medical Card.* | | |
| **Minimum Qualifications**   * *Entry Level training certificate from an accredited truck driving school or Equivalent Transportation Experience* * *Ability to read English and interpret documents such as safety rules, operations manual, and written directions.* * *Consent to and pass a pre-employment DOT Drug Screen* * *Be age 21 or above* * *Consent to and pass a WorkSteps Fit for Duty Physical* | | |
| **Knowledge, Skills and Abilities**   * *Must possess basic math skills* * *Excellent verbal and written communication skills required.* * *Must be able to work in a team building environment* | | |
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| **Essential Functions**   * *Adhere to all applicable state and federal laws including, but not limited to the FMCSA and EPA.* * *Operate Waccamaw CMV’s including coupling and uncoupling trailers, fueling tractors, and testing tire pressure.* * *Climb transport ladders and walk top platform of the trailer to check compartments for fuel retained.* * *Properly complete the required paperwork including, but not limited to, Waccamaw delivery tickets, relative fuel reports, DOT logs, and other shipper/delivery reports.* * *Safely load and unload the trailer to include coupling and uncoupling 20 feet long 4 inch wide hoses. This includes top and bottom loading and pump-offs/pump-outs.* * *Act responsibly and according to company policy regarding spills and/or product contamination.* * *Tolerate exposure to gasoline vapors.* * *Be able to withstand temperatures ranging from 25 degrees to 100 degrees F.* * *Protect company assets at all times.* * *Keep customer and company information confidential at all times.* * *Adhere strictly to guidelines and/or instructions provided by senior management* * *Make sure customer delivery instructions are handled as required and insure sufficient documentation is retained for validation* * *Obtain 24 hour loading authority at enough terminals to be utilized as a night and/or weekend driver.* * *Attend Quarterly Safety Meetings and any scheduled training classes.* * *Present good personal appearance and a good attitude to the public and our customers.* * *Meet attendance standards, be trustworthy, use sound judgment, be safety conscious and service oriented.* | | |
| **Physical Demands**  *Must be able to lift up to 50 pounds frequently* | | |
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*The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of the position. All employees may have other duties assigned at any time.*

*Employee Name Print:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Employee Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*