



Monument Farms Inc.

Job Description

Job Title: Delivery Route Driver

Reports to: Dan James

Job Purpose

The Delivery Route Driver is the sales person as well as the delivery person for accounts purchasing products from Monument Farms Inc. Each driver has a weekly route with consistent customers that they are responsible for maintaining sales volumes and keeping sales coolers stocked and rotated.

Duties and Responsibilities

The person in the position of Delivery Route Driver will be expected to carry out the following:

- Order, deliver, rotate, and merchandize products being sold to each customer.
- Understand functionality and utilize a handheld computer to generate invoices and manage inventory.
- Manage par levels of products at each location.
- Manage inventory on his/her delivery truck.
- Maintain a good working relationship with store owners and their employees.

Qualifications

- General understanding of product rotation and relevance of code dates to perishable products
- Pass pre-employment, and random controlled substance screenings.
- Maintain a good driving record as required by Monument Farms' insurance provider.
- Inventory management experience is preferred
- Basic computer skills
- Professional and friendly personality, willingness to take on new tasks
- Ability to stay on task - both individually, and when working with a team

Working Conditions

The Delivery Route Driver's tasks will be carried out in a variety of conditions, ranging from coolers, loading docks, and driveways. Cooler temperature is maintained below 40 degrees Fahrenheit. Environment is subject to wet floors, slippery surfaces, and cold temperature down to -20 degrees in the freezers.

Physical Requirements

The Delivery Route Driver will be expected to be able to lift at least 40 pounds and maneuver a loaded handcart in a variety of conditions, i.e. ramps, stairs, uneven surfaces.

Direct Reports

None

Schedule

Weekly schedule is dependent on the location of the route. Routes are either 4 or 5 days, averaging 40 hours/week. Average start time is between 4am and 5am.

Compensation & Benefits

The Delivery Route Driver is a salary position, to start at \$_____ per week, with a performance review following a 3 month probationary period at which point salary **may** be renegotiated. Performance/salary will be reviewed yearly.

Monument Farms issues payroll check **Bi-Weekly**, 1 week in arrears.

Please see accompanying form for explanation of health insurance offered by MFD.

All Monument Farms employees receive unflavored (white) milks at no charge, so long as there is no abuse of this privilege, along with two (2) pints of flavored milk per shift worked.