

Job Description

Job Information	
Job Title	Van Driver
Business	Buildbase
Working Hours	44.5 hrs per week
Reports to	Branch Manager

Job Summary

The role of Van Driver is to provide a timely, friendly and dependable delivery service to our customers. Act as an ambassador of the Buildbase business, working as part of a team ensuring that our customers' expectations are not just met, but exceeded.

- Typical Tasks & Activities**
- Provide an efficient, timely and dependable delivery service
 - Ensure that the vehicle is road worthy by carrying out appropriate checks on a routine basis
 - Ensure that the vehicle is driven and maintained in an appropriate and courteous manner and in line with legislation, health and safety guidelines and company policy
 - Report any vehicle defects immediately to line/branch manager
 - Ensure that any essential documents are completed in a timely and efficient manner
 - Build effective working relationships with customers
 - Responsible for ensuring all orders are correctly loaded onto the vehicle in line with health and safety procedures and proper documentation is completed prior to departure in order that goods can be tracked
 - Ensure that delivery notes have correct signatures as per company policy
 - Actively safeguard against theft of company goods or property by being security conscious always
 - To perform any other duties as may be deemed necessary or as may be required by the company

Skills & Experience	
<p>Essential:</p> <ul style="list-style-type: none"> • Full manual driver's license • Excellent customer service skills • Good prioritisation skills 	<p>Desirable:</p> <ul style="list-style-type: none"> • Previous Builders Merchants experience

Our Winning Ways

We have 6 Winning Ways, here's how they relate to this role:

Know Your Stuff – Keep your knowledge of the industry up to date

Don't Walk Past a Problem – Ensure that health and safety is at the forefront of everything you do

Find a Better Way – Be open to new ways of working

Build Trust – Keep your word and deliver on your promises

Team up and Beat the Competition – Work with other team members to ensure you deliver a brilliant service

Be our Customers' Favourite – Ensure deliveries go out when we have promised it to a customer, ensuring Buildbase are the merchant of choice