

# Full-Time Job Opening

## UWC Truck Driver

Reports to: Warehouse Supervisor, Office Manager, General Manager  
Last Revision Date: 2/26/2018  
Pay Scale: Commensurate with Experience

### **SUMMARY**

Must be able to perform all necessary driving functions, including all DOT mandated checklists for pre and post trip.

### **PRIMARY RESPONSIBILITIES**

1. Ability to drive tractor and trailer in legal, safe and efficient manner.
2. Must have a clean, safe CDL driving record and history, with references.
3. Must be able to perform all necessary driving functions, including all DOT mandated checklists for pre and post trip.
4. Report all dated permits/decals to appropriate company authorities.
5. Able to refuel tractor, truck, and/or forklift.
6. Take care of tractor and trailers. This includes checking for leaks, checking fluid levels, cleaning, washing, painting and reporting mechanical problems to your supervisor, as needed.
7. Maintain a clean tractor interior, and interior of our trailers.
8. Must be able to load and unload products from trucks and/or their trailers. And doing such in a neat, orderly and efficient manner, utilizing forklift or other warehouse equipment.
9. Ability to verify inventory counts when requested.
10. Ability to manually unload trailers, with a single carton weight limit of 35 pounds.
11. Ability to read inbound packing lists and Bills of Lading in order to verify incoming materials.
12. Ability to restock work positions at various manufacturing facilities, from contents of trailer.

### **ADDITIONAL RESPONSIBILITIES**

1. Able to operate forklift and other warehouse equipment and machinery.
2. Able to pick shipping order in a warehouse environment, either by forklift, warehouse machinery, or pick by hand.
3. Insuring security of premises by closing and locking all doors when not being used and checking identities of unfamiliar people inside warehouse.
4. Keep all areas clean.
5. Help with forklift and building maintenance problems.
6. Take care of fork lifts. This includes checking for leaks, checking fluid levels, washing, painting and reporting mechanical problems to your supervisor, as needed.

## **Job Opening – UWC Truck Driver**

(Continued)

### **KNOWLEDGE AND SKILL REQUIREMENTS**

1. Must keep drug free and maintain clean driving record.
2. Must take random drug test as mandated by DOT and the company.
3. Able to work overtime and weekends.
4. Able to work unsupervised.
5. Able to lift 35 LBS on multiple occasions.
6. Ability to communicate effectively with coworkers, and customers.
7. Ability to operate various warehouse machinery and tools.

### **WORKING CONDITIONS**

Employee will work inside in a well lighted, insulated, warehouse but not heated or cooled. And work outside, in all seasons, with tractor and trailer equipment.

### **To Apply:**

Contact Richard Kerbaugh at:  
rskerbaugh@unitedwarehousing.net

### **Or apply in person at:**

United Warehouse Company  
1800 Kate Avenue  
Danville, KY 40422-9633