

Carroll County Coop – Hillsville & Wytheville Branches are looking for a full-time **CDL Delivery Driver/Warehouse**. This position will operate a commercial motor vehicle to transport agricultural products between Coop locations and to customer sites within a designated region. This position also assists with various warehouse and facility operations. This person represents the Coop in a professional manner to customers. This person will strictly adhere to government regulations and Coop operating procedures while working independently.

The ideal candidate will have 1+ years CDL experience, have knowledge of the agricultural industry and related products, and be outgoing and friendly with integrity.

Essential Job Functions

- Communicate with facility management and counterparts to assess daily merchandise delivery and operations needs. Assist with planning delivery schedules and routes.
- Safely operate Coop commercial vehicles to transport bulk loads, including fertilizer, crop protectants and other treatment products, palletized merchandise, farm supplies, and related equipment to proper destinations in accordance with Coop policies, DOT regulations and local traffic laws.
- Load or assist with loading of bulk products. Verify load documentation and inventory availability. Effectively operate equipment controls on vehicle and at facility according to standard operating procedures for bulk loading. Monitor scales, meters, gauges, and terminal controls to verify weight/quantity. Utilize proper equipment to load or assist with loading palletized merchandise, equipment, and farm supplies.
- Off-load or assist with off-loading merchandise at destination by dispensing from tank or utilizing forklift and material handling equipment to unload palletized merchandise, equipment and farm supplies. Review shipping documentation with customers. May load bulk fertilizer and crop protectant products into spreading vehicles.
- Perform pre- and post-trip vehicle safety inspections. Maintain mileage and fuel logs. Review and complete shipping documentation including bills of lading, reports, documentation, and automated systems accurately and in a timely manner according to standard operating procedures for documentation. Review all documents prepared by receiving team members.
- Represent the Coop in a positive manner through professional and courteous communication with customers and business partners. Review account details with customers during deliveries. Provide information on delivered products and

equipment. Collect account payments. Confirm future deliveries with customers to maintain their required inventory.

- Properly utilize and maintain equipment and vehicles. Perform routine preventive maintenance and repair to keep equipment and vehicles in good working condition. Notify supervisor of vehicle and equipment service needs to ensure timely repair or replacement.
- Depending upon business need, may perform a variety of functions to assist team with daily operations, including but not limited to: taking soil samples at customer locations, mixing bulk fertilizer according to custom formulas, loading customer vehicles, utilizing a forklift or other material handling equipment, and performing warehouse operations including receiving and inventory management.
- Depending upon business need, may also operate box trucks, pick-up trucks, flat beds, and/or other vehicles to transport merchandise between locations and customer farms, production sites, and residences. Deliver, handle, load and unload a variety of packaged merchandise, including: seed, fertilizer, crop protectants and other treatment products, as well as feed, farm supplies, equipment, and/or plant material.
- Maintain a clean and orderly work area by keeping tools, equipment and supplies in proper places. Minimize waste and properly dispose of waste material. Perform all related cleaning of equipment, vehicle and work areas.
- Perform work safely as to not cause harm to yourself, customers and property, co-workers, equipment, or inventory. Utilize Personal Protective Equipment (PPE) as required. Operate all equipment and vehicles according to Coop policy and government regulations. Comply with OSHA regulations, work rules and policies.
- Perform all other job functions as assigned.
- Ability to work defined work schedule, which may change from week to week, and to report to work on time is required.
- Ability to work extended hours to meet business demands.
- Reliable transportation.

Carroll Co Cooperative is an Equal Opportunity Employer