



Eastern Colorado Seeds, LLC

**Location:** Burlington, CO

**Company:** Eastern Colorado Seeds, LLC

**Industry Sector:** Agribusiness

**Industry Type:** Plant & Soil Sciences, Seed and Biotechnology

**Career Type:** Delivery/Warehouse

**Job Type:** Full Time

**Minimum Years' Experience Required:** N/A

**Salary:** competitive

### **PURPOSE AND SUMMARY STATEMENT**

Operates a single, tandem or multi-axle configuration truck for delivery and/or pick-up of agronomy and/or energy products following specified time schedules to/from the company locations or customer locations to achieve profitable business growth.

### **ESSENTIAL JOB FUNCTIONS**

Operates all assigned vehicles, single, tandem, or multi axle configurations, forklifts, etc. in accordance with established safety standards and proper vehicle operation techniques.

Performs and records daily safety checks of assigned vehicle(s) and associated equipment by conducting pre-trip inspections, such as checking fuel and oil levels, inspecting tires, lights and brakes. Follows the preventative maintenance program and maintains a clean truck to present a professional appearance.

Loads and unloads containers, pallets, or materials and products safely on trucks, trailers, or railcars by hand or by forklift truck. When loading, ensures loads are evenly balanced and distributed from the front of the trailer to the back and from side to side, as well as checks axle weights and loads them in accordance with DOT regulations.

Ensures that all deliveries and pickups are made in accordance with time schedules and performs duties in a manner that promotes superior customer service and professionalism within the company and the industry.

Ensures that all associated documentation, such as bill of lading, delivery slips, and invoices are completed accurately and returned to the branch location at the end of the day in order to ensure timely receiving and payment of invoices.

Completes necessary paperwork, including accurate log books, records of cargo and any other assigned record-keeping duties on a daily basis.

### **OTHER JOB FUNCTIONS**

Performs all other duties as assigned.

## **REQUIREMENTS**

Normally requires a high school diploma, or the equivalent thereof, and 2 years or more of related work experience to demonstrate knowledge ability to safely operate tractor trailer or tender truck equipment and to meet company and DOT standards.

Demonstrates essential abilities including business knowledge, collaboration, communication, customer focus, decision making and skill development.

Must have or have the ability to obtain and maintain a CDL license with required endorsements and any other applicable certification, license or permit, valid medical card and satisfactory driving record, as applicable.

Must have and maintain a valid driver's license and satisfactory driving record.

Ability to work extended hours and on-call as business conditions warrant.

Occasionally exposed or required to:

- - Extreme weather conditions (hot, cold, wet, etc.)
  - Noisy conditions
  - Working conditions may include dust, fumes, chemicals, and electrical hazards with appropriate safety measures
  - May be required to work at varying heights
  - Lift 51 – 70 lbs.

Ability and willingness to participate in required training that may include education on GROWMARK's policies and procedures and additional training as it relates to the requirements of the position.

### **Job Contact Information**

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