

DUST & SON AUTO SUPPLIES

JOB DESCRIPTION

Name:

Location: Urbana, IL

Position: Hot Shot / Route Delivery Driver

Reports To : Store Manager

Responsibilities

1. Assist with pulling orders for delivery
2. Must be able to read and correctly match the parts with the invoice
3. Deliver correct merchandise to the correct customer
4. Must have great customer service skills
5. Must be able to lift 50 pounds with no issues
6. Must be able to get in and out of vehicles multiple times with no issues
7. Must keep the delivery vehicle clean
8. Will let the service department with it's time to service delivery vehicle
9. Will fuel vehicle as needed
10. Must have a valid driver's license
11. Must maintain a clean driving record
12. Will assist with keeping the work area clean and organized
13. Must have good communication skills
14. Must have a good attitude
15. Includes above duties but not limited to

Work Schedule

Monday – Friday 8:00a.m. – 5:30p.m / Saturday Rotation 7:30a.m. – 12:00p.m.