

BULLARD & SON INC.

JOB DESCRIPTION

JOB TITLE:	ROUTE REPRESENTATIVE
REPORTS TO:	PLANT MANAGER
DEPARTMENT:	CUSTOMER SERVICE
SUPERVISES:	NONE
EDUCATION:	HIGH SCHOOL DIPLOMA OR EQUIVALENT EXPERIENCE
EXPERIENCE:	GOOD CUSTOMER RELATIONS EXPERIENCE.
PHYSICAL QUALS:	FULL BODY MOBILITY-NO LIFTING RESTRICTIONS-ABLE TO MAKE FREQUENT STOPS AND DELIVERIES. LOADING AND UNLOADING TRUCKS, AND STEPPING UP INTO AND OUT OF TRUCKS. ABLE TO WORK IN WARM ENVIROMENT.
MENTAL QUALS:	ATTENTION TO DETAILS. GOOD CONCENTRATION ABILITY.

JOB SUMMARY:

- **ESSENTIAL DUTIES OF THE POSITION:**
 1. **PERFORM DELIVEIS OF CLEAN ITEMS AND PICK UP OF SOILED ITEMS. TAKE CARE OF ALL CUSTOMER NEEDS WHILE AT THE LOCATION IF POSSIBLE. RETURN TO PLANT AND UNLOAD SOILED ITEMS TO PROPER LOCATIONS IN PLANT AND PREPARE AND LOAD TRUCK FOR NEXT DAYS ROUTE.**
 2. **BUILD AND MAINTAIN GOOD WORKING RELATIONSHIP WITH CUSTOMER TO TAKE CARE OF THEIR SERVICE NEEDS.**
 3. **LEARN AND MAINTAIN KNOLEDGE OF ROUTES.**
 4. **HAVE AND MAINTAIN A VALID DRIVERS LICENSE AND GOOD DRIVERS RECORD.**
 5. **KEEP TRUCKS CLEAN AND REPORT MACHANICAL ISSUES ON TRUCKS.**