



Job Vacancy

Pump Truck Driver and General LGV – Bury Branch (Manchester)

Location Post Code: BL9 7JJ

Job Description

- Title:** Pump Truck Driver / General LGV
- Hours:** As per Contract of Employment
- Accountable To:** Branch Manager, Eagle Plant
- Financial Limits:** Any company purchase must have prior approval from your line manager
- Reportees:** None.

Summary of post

To ensure that all deliveries and collections of plant and goods are performed in a timely, efficient and informative and safe manner and in accordance with Company standards, contractual or implied obligations and to ensure that the Company's reputation is maintained through adherence to Quality and Customer care procedures.

Key Accountabilities

1. To meet the customers' demands for the timely delivery and collection of plant and/or goods which have been processed by the hire office.
2. Ensure that any load is carried safely, by the appropriate vehicle and secured by adequate means of restraint.
3. It is the driver's responsibility to check that the equipment which is going to be delivered has been fully tested and inspected prior to delivery.
4. All drivers must be familiar with and appropriately trained in the safe use of operation and the safe loading and unloading of any equipment that will be delivered to a site.
5. All delivery documentation is accurately completed and signed then given to the appropriate member of the hire office on return.
6. All Tachograph and Road Traffic Act legislative requirements are met with regard to accurate and timely completion of documentation.
7. Any vehicle to which the driver is assigned must be clean and presentable and have any routine checks made as and when required.
8. All vehicle defects must be reported to your line manager immediately.
9. Ensure that all plant and equipment is thoroughly inspected at off hire and any damage reported to the Depot Manager, itemised and costed thereafter.
10. Attend and supervise the stock checking of plant, tools, fuel, consumables and equipment as required and dictated by the Financial Controller.
11. Maintain and enhance good working relationships with all customers either by telephone or personal communication at all times.



EAGLE PLANT

Beeching Close, Chard, Somerset. TA20 1BB

In addition to the above specific main duties, all employees are responsible for:

1. Promoting measures to ensure fairness and equality of opportunity, politeness and consistency in dealing with all stakeholders, employees, customers, suppliers and the general public.
2. Implementing health and safety, environmental and quality procedures.
3. Improving working methods and using resources cost-effectively.

Confidentiality:

The post holder must maintain the confidentiality of all information about staff, customers and other aspects of the business, in particular compliance with the Data Protection Act 1998.

Health and Safety:

Employees must be aware of the responsibilities placed upon them under the Health and Safety at Work etc. Act 1974, to ensure that the agreed safety procedures are carried out to maintain a safe environment for all employees and visitors.

Equal Opportunities:

The post holder must at all times be diligent towards their responsibilities of the company Equal Opportunities Policy.

This job description is intended as a guide to the scope of the duties and responsibilities of this post, and is not meant as an inflexible specification. It may be reviewed from time to time in consultation with the post holder, in line with changing circumstances and in light of organisational change.

This is a permanent position.

Please apply for this vacancy by sending a copy of your C.V. with a covering note to:

Nick.Richards@eagleplant.co.uk

For more information please contact Nick Richards on **0161 764 5339**.

Date Posted: 16 April 2016