



Job Description

Job Title: Oil & Propane Transport Driver **Reports to:** Terminal Manager
Location: Rochester, New York **Position Classification:** Non-Exempt, Full-Time

Position Summary

The Oil & Propane Delivery and Transport Driver is a front-line field position responsible for safely delivering petroleum products and propane to customer and company locations while maintaining a high level of customer satisfaction and productivity.

Position Responsibilities

- Represents the values of the company to customers and the public in the field and on the roads in a professional and respectful manner
- Responsible for the safe, accurate, and efficient delivery of liquid fuel products while maintaining a high level of customer satisfaction and productivity.
- Inspects petroleum tanks and piping and bleeds oil lines and fires oil burners as necessary
- Completes required paperwork and documentation in an accurate, professional, and legible manner
- Communicates regularly with customers in a helpful, respectful, and professional manner that builds value and trust
- Ensures the appearance and condition of company vehicles, equipment, tools, and other assets is safe, clean, and maintained to company standards
- Attends and participates in company training programs
- Remains aware of and compliant with rules and regulations of the various supply terminals that we operate in
- Understands, follows, and advocates company policies and local, state, and federal rules, regulations, and codes pertaining to the safe transportation of liquid fuels while creating relationships with state and local authorities
- Responsible for any other tasks and duties as assigned, which may or may not relate to the normal scope of this position

Required Knowledge, Skills and Abilities

- Minimum of two (2) years of experience working as a Class A driver, prior experience in the oil and/or propane industry preferred
- Graduate of High School or equivalent
- Must have a valid Class A CDL with an X endorsement and no air brake restriction
- Demonstrated ability to work as part of a team
- Strong sense of professionalism and ability to maintain discretion
- Well developed verbal and written communication skills
- Must have a clean driving record
- Must be able to pass a pre-employment (post offer) DOT physical (conducted at our occupational health provider's location) and maintain a DOT 'medically qualified' status
- Must meet pre-employment (post offer) eligibility standards including drug screen, criminal background check, and driving record review. Must submit to random and/or required drug & alcohol

testing

Physical Demands and Work Environment

While performing the duties and responsibilities of this position, the employee may be required to:

	Never	Occasionally	Often	Always
Talk			X	
Hear			X	
Vision - Close			X	
Vision - Far			X	
Stand			X	
Walk			X	
Sit			X	
Climb/Balance			X	
Push/Pull			X	
Lift > 25 lbs			X	
Stoop/Kneel/Crouch/Crawl			X	
Reach			X	
Feel/Use hands and fingers			X	

The employee will primarily work outside. This employee is exposed to moving vehicles and changes in weather. The noise level in the work environment is usually quiet to moderate.

Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions.

Acknowledgement of Receipt and Understanding

Employee Name: _____ (print) _____ (sign)

Date: ____/____/____