

Trout Tower Service LLC is an equal opportunity employer and does not discriminate against any applicant or employee because of race, color, religion, sex, national origin, disability, age, or military or veteran status in accordance with federal law. In addition, **Trout Tower Service LLC** complies with applicable state and local laws governing non-discrimination in employment in every jurisdiction in which it maintains facilities. **Trout Tower Service LLC** also provides reasonable accommodation to qualified individuals with disabilities in accordance with applicable laws.

Job Title

Warehouse Worker/OTR Deliver Driver

Department	Reports To	FLSA Status	Prepared By	Approved By	Last Modified
Operations/Warehouse	Warehouse Supervisor	Non-Exempt	David Trout	David Trout	2022-07-20

Job Summary

- Receives, stores, and issues materials, equipment and other items from stockroom, warehouse, or storage yard.
- Operates a tractor-trailer or truck with a capacity of at least 26,000 pounds.
- Deliver materials and equipment to job site locations, throughout the country

OTR Driver General Accountabilities

- Checks vehicles to ensure that mechanical, safety, and emergency equipment is in good working order.
- Maneuvers trucks into loading or unloading positions, following signals from loading crew and checking that vehicle and loading equipment are properly positioned.
- Collects delivery instructions from appropriate sources, verifying instructions and routes.
- Maintains logs of working hours or of vehicle service or repair status, following applicable state and federal regulations.
- Reports vehicle defects, accidents, traffic violations, or damage to the vehicles.
- Secures cargo for transport, using ropes, blocks, chain, binders, or covers.
- Drives trucks to weigh stations before and after loading and along routes to document weights and to comply with state regulations.
- Drives trucks with capacities greater than three tons, including tractor-trailer combinations, to transport and deliver products, livestock, or other materials.
- Obtains receipts or signatures for delivered goods and collect payment for services when required.

- Inventories and inspects goods to be moved to determine quantities and conditions.
- Operates equipment to exchange necessary information with bases, supervisors, or other drivers.
- Performs basic vehicle maintenance tasks, such as adding oil, fuel, or radiator fluid or performing minor repairs.
- Checks conditions of trailers after contents have been unloaded to ensure that there has been no damage.
- Reads bills of lading to determine assignment details.
- Couples or uncouples trailers by changing trailer jack positions, connecting, or disconnecting air or electrical lines, or manipulating fifth-wheel locks.
- Checks all load-related documentation to ensure that it is complete and accurate.
- Reads and interprets maps to determine vehicle routes.
- Cranks trailer landing gear up or down to safely secure vehicles.
- Loads and unloads trucks, or helps others with loading and unloading, operating any special loading-related equipment on vehicles, and using other equipment as necessary.
- Removes debris from loaded trailers.
- *The company reserves the right to add or change duties at any time.

Warehouse General Accountabilities

- Packs and unpacks items to be stocked on shelves in stockrooms, warehouses, or storage yards.
- Stores items in an orderly and accessible manner in warehouses, tool rooms, supply rooms or other areas.
- examines and inspect stock items for wear or defects, reporting any damage to supervisors.
- Receives and count stock items, and records data manually or using computer.
- Marks stock items using identifications tags, stamps, electric marking tools, or other labeling equipment.
- performs other related duties as assigned by management.

Job Qualifications

- Education: High school diploma or equivalent.
- Education: Successful completion of professional truck driving school.
- Experience: 1-2 years' experience as a truck driver with the completion of professional truck driving school or

- Experience: 3 - 5 years of experience as a truck driver, if did not attend a professional truck driving school
- Licenses/Certifications: Valid Commercial Drivers' License

Skills

- Judgment and decision making
- Active listening
- Speaking
- Operation monitoring
- Time management
- Troubleshooting
- Equipment maintenance

Comments

This is a traveling position and can expect to be on the road 65% of the time. Trout Tower Service has two warehouses, one in Alvarado, Texas and one in Ashburn, Virginia.