



JOB DESCRIPTION

Order Selector/Delivery Driver

This individual is responsible for the safe and efficient operation of loading equipment and vehicle operation.

Essential Job Functions

- Select and load material to complete orders efficiently.
- Driving company trucks that delivers crop inputs to applicators and other items that relate to Ag retail operations.
- Maintains equipment on a daily basis and immediately reports any problems to the Operations Manager. Does Pre and post trip inspection reports for vehicles used.
- Makes deliveries and unloads material as needed at customer locations.
- Safe operation of forklift and related equipment as needed.
- Responsible for paperwork related to order selection and delivery.
- Be efficient and accurate with communication regarding order and delivery status.

Marginal Job Functions

- Works on various projects including but not limited to plant maintenance and equipment maintenance at the discretion of the Operations Manager.
- Provides support to the Dry Fertilizer Department to meet production goals.
- Cleans and organizes equipment and plant work areas on a consistent basis.

JOB DESCRIPTION

- Communicates with all customers in a professional and knowledgeable manner.

Structure

Working Relationships	Reports to: Operations Manager
Status	Non-Exempt
Supervise or Train Other Employees	No
Requirements	High School Diploma or equivalent Strong communication & math skills

Physical & Environmental Requirements

Essential Functions	Occasionally (<25%)	Frequently (25%-75%)	Continuously (>75%)
Routine & minimal visual requirements (reading with attention to detail, shapes, shadows, contrasts)		X	
Moderate & heavy lifting- 45 lbs and over	X		
Moderate & light carrying- up to 44lbs	X		
Pushing		X	
Use of fingers			X
Reaching above shoulder	X		
Both hands required or compensated by the use of acceptable prostheses			X
Walking, standing		X	
Kneeling, repeated bending, climbing	X		
Operation of a crane, truck, tractor, or motor vehicle		X	
Peripheral vision & depth perception		X	
Minimal & routine hearing ability		X	
Exposure to excessive heat, cold, humidity, dampness and chilling	X		
Outside	X		
Working around machinery with moving parts		X	
Working around moving objects or vehicles		X	
Working irregular or protracted hours of work	X		
Exposure to pesticides	X		

Marginal Functions	Occasionally	Frequently	Continuously
---------------------------	---------------------	-------------------	---------------------



JOB DESCRIPTION

	(<25%)	(25%-75%)	(>75%)
Straight pulling, pulling hand over hand	X		
Extended sitting	X		
Running	X		
Crawling	X		
Exposure to cleaning supplies, abrasives	X		