

Job Title:	Driver
Location:	Aberdeen
Responsible To:	Stores Supervisor
Direct Reports:	N/A
Review Date & Rev No	2026, Rev. 05

Purpose of Job:	The primary responsibilities of the role are to deliver customer orders effectively, efficiently and on time. When required, interacting with external and internal customers in a positive and professional manner.
Areas of Responsibility:	<ul style="list-style-type: none"> • All safety rules and regulations in accordance with the organisation's HSE Management System, to be conformed to at all times • Ability to interact with external and internal customers in a positive and professional manner • Load van with specific area deliveries, ensure that all items are safely secured and stable • To ensure that all tasks carried out are as per written and verbal instructions • Ensure that all customer orders and delivery requirements are to specification • Prioritise delivery sequence to ensure that each specific order timing requirements are met • Proceed to tubing store and collect all tube orders for specific area deliveries, again ensuring safe and stable conditions of items • All documentation for order completed as per customer requirements and delivery detail signed, timed, dated and name clearly printed to avoid errors • All deliveries to be signed for on Epod system and downloaded. • All documentation must be returned to stores for processing • Any customer queries or complaints must be immediately telephoned in to Stores Supervisor for further investigation • When requested to uplift hoses for repair from customer premises ensure that is an accompanying FHA. • Ensure that all tasks carried out are as per QMS procedures • Ensure that work areas and vans are maintained clean and hazard free, and that all delivery bins are free from waste • Ensure that all equipment associated with stores vans are regularly inspected and maintained • Be available for routine weekly safety inspections audits as per area inspection check sheet • Ensure van is regularly cleaned both inside and out, to always project a professional image of Hydrasun • Ensure the accurate completion of timesheets • A commitment to safe and lawful driving practices • A commitment to ensuring all legislation regarding the use of mobile phones and seat belts are continuously adhered to • A commitment to observing all customer health safety and speed

	restriction rules <ul style="list-style-type: none"> Responsible for all fines and charges occurred while using company vehicles To commit to continuous improvement and development To work overtime to ensure organisational or client deadlines are met Potential to provide holiday and absence cover within other Hydrasun stores areas 	
Interfaces (Internal/External):	Various Customers, Stores	
Qualifications:	<i>Essential</i>	<i>Desirable</i>
	<ul style="list-style-type: none"> Core skills in numeracy, literacy and communications Full Driving License 	<ul style="list-style-type: none"> Forklift Certificate of Operation HGV Licence
Experience Required:	<i>Essential</i>	<i>Desirable</i>
	<ul style="list-style-type: none"> Full Driving License Experienced in Commercial Multi-drop Driving 	<ul style="list-style-type: none"> Forklift experience Knowledge of local and surrounding area would be advantageous
Skills/Training Competences:	<i>Essential</i>	<i>Desirable</i>
	<ul style="list-style-type: none"> Ability to interact with customers in a positive and professional manner Interpersonal skills in dealing with the public Good communications skills Ability and aptitude to learn Flexible and adaptable Ability to work using own initiative Ability to work to standards and procedures Ability to be able to multi-task Ability to function well within a team environment HSE awareness Customer and Quality Focus 	