



Job Title: Short-Haul Truck Driver	Employee Signature & Date:
Department: Building Products	Reports to:
Revision Date: December 2017	Approved By: Scott Myer

Position Overview

The Integrity Group of Companies consists of five different business units, with the primary areas of focus including the construction of post frame buildings across Western Canada, supplying framing material packages to homebuilders in Calgary and area, as well as manufacturing.

Integrity Drivers are responsible for delivering the building material packages to our Calgary and area Building Product customers. As Integrity brand ambassadors while out on the road, Drivers must respect road conditions, other drivers and ensure they are driving with caution and carefulness while representing the company on the road.

Roles and Responsibilities

- Short-haul drivers responsible for delivering building product materials to various locations throughout Calgary and the surrounding area
- Responsible for ensuring accurate and safe delivery of building product and material packages for customers and home builders
- Responsible for pick-up of materials throughout various locations in Calgary
- Operate safely and follow company safety standards
- Responsible for materials on the trucks being delivered on time and in their original packaging
- Accuracy and attention to detail to ensure the right packages are delivered to the right customers
- Required to follow government legislation for log book tracking
- Limited communication with customers

Education/Experience Requirements

- **Minimum Experience:**
 - Class 5 License with air brake endorsement

Skills/Qualifications

- General health and safety knowledge required for visiting building sites
- Excellent verbal communication skills
- Strong organizational, planning and time management skills
- Well organized with strong attention to detail
- Ability to work independently and with little supervision
- Self-starter with the ability to work cooperatively and be willing to assist others
- Diligent and punctual
- Good physical strength and stamina

Technology & Equipment

- Crane experience an asset

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.