

**Monte Vista Cooperative  
Job Description**

**Job Title:** Truck Driver/General Laborer  
**Employee Name:**  
**Department:** Fertilizer  
**Reports to:** Fertilizer Manager  
**FLSA Status:** Non-Exempt

**Summary:** Deliver product or equipment in a safe and prompt manner.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- Regular background checks.
- Perform daily equipment checks.
- To do pre-trip, post-trip inspections and maintenance and service work as necessary.
- Ensure loads are secure and properly loaded, drive in a safe and courteous manner.
- Ensure that the right product is being loaded and delivered. Assist in the loading and unloading of product.
- Maintain all equipment operated on a daily basis as instructed follow State and Federal DOT regulations.
- Deliver product as needed.
- Promote good member relations with customers promote safely in all assigned operations.
- Perform other duties as assigned by supervisor.

**Supervisory Responsibilities:** This position has no supervisory responsibilities.

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:** High school diploma or general education degree (GED); or one to three months related experience and/or training or equivalent combination of education and experience. Must have a minimum of one-year class A CDL experience.

**Language Skills:** Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

**Mathematical Skills:** Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.

**Reasoning Ability:** Ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**Certificates, Licenses, Registrations:** Driver's license, Class A CDL (tanker, HAZMAT, air brake endorsements), forklift training certificate.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to handle objects, tools or controls. The employee is frequently required to reach with hands and arms. The employee must frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands to handle objects, tools, or controls. The employee frequently is required to reach with arms. The noise level in the work environment is usually moderate.

**Disclaimer:** This job description, indicates that the general nature and level of work expected. It is not designed to cover every activity, duty or responsibility required of the employee.

I agree that I can work in these conditions and that I can perform the job described as stated above.

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**Employee Signature**

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**Date**