

## **Job Title: HGV Driver – Full Time**

**Location: OEG Offshore UK Ltd – Bridge of Don Facility**

### **Overview of role:**

The role of Driver will perform duties allocated by the operations teams, as per customer demands. The Driver will transport company products to and from specific locations.

### **Responsibilities:**

Principal duties shall include, but not be limited to, the following:

- Ensure daily inspection of allocated vehicle is carried out and recorded correctly
- Carry out driving duties as instructed by the operations department in a safe manner
- Maintain a daily log of all duties carried out including start and finish times
- Obtain receipts for all goods delivered
- Completing delivery paperwork and log books
- Operate Vehicle tachograph to maintain accurate records
- Ensure allocated vehicle is cleaned and maintained on regular basis
- Assist with yard activities as and when required
- Assist customers as far as practical
- Ensure they are informed of any changes to driving legislations which may affect their role
- Planning delivery schedules and routes with transport managers
- Supervising or helping to load and unload goods
- Making sure loads are safely secured
- Following traffic reports and changing your route if necessary

### **Skills:**

Key skills and attributes required to add value to the business include:

- Excellent driving skills and road safety knowledge
- The ability to work alone and concentrate for long periods
- A polite manner with customers
- The ability to complete record sheets and paperwork accurately.

### **Qualifications:**

Essential & Desirable Qualifications required include:

- Holds full valid Driving License
- Holds license for category applying for