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| JOB DESCRPTION |

**JOB TITLE:** Lorry Drivers  **JOB HOLDERS NAME:**

**REPORTS TO:** Transport Manager **LINE MANAGERS NAME:** Joe Masucci

**KEY RESPONSIBILITES/ACCOUNTABILITIES:**

To deliver, collect or transfer produce or equipment by road freight in accordance to Valley Grown Salads, Food Safety Act & Health & Safety Regulation.

**Day to day responsibilities:**

* To ensure that their load arrives at its intended destination in good condition.
* To deliver fresh produce to our customers in a professional manner
* Carry out daily safety checks on your allocated lorry and report any defects to the Transport Manager.
* To ensure that the refrigeration unit on their trailer is working correctly and at the correct settings before every journey.
* To ensure that their tractor unit is in good order and regularly checked as required by the driver’s manual.
* To maintain the vehicle’s cleanliness at all times.
* To wash trailers inside and out as required.
* To maintain smart appearance at all times when on Valley Grown Salads business.
* To report any incidents, accidents or vehicle failures immediately to the Transport Manager or next available manager.
* To inform the Transport Manager if they believe that any of their working hours may contravene current legislation.
* Any other relevant tasks as indicated by the Transport Manager or senior management.

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| **Approved by:** |  | **Date:** |  |
| **Employee Signature:** |  | **Date:** |  |

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