



## **FULL TIME Driver** **Calgary, Alberta**

### **General Description:**

- Class 5 and/or Class 5 with air brake endorsement, or Class 3 with air
- Manual Loading and unloading of household goods, office furniture and freight, whilst providing direction to on site crews as to van or container placement of articles to minimize damage to the load
- Supervision of on site crews as well participation in the assembly and disassembly of furniture, wrapping, padding and packing of items, and inventory or articles noting existing defects
- Reporting to dispatch any customer concerns or crew injuries at the job site
- Working with a partner to use dollies and straps to move very heavy items and instructing on site crews in safety protocol for lifting and preparing the site to minimize personal injuries
- Ensuring vans/containers have the proper equipment & pads, and are cleaned at the end of shift
- Completion of Pre-Trip and post trip inspections, and drivers logs as per NSC requirements
- Participation in all safety and training initiatives required by company policy for drivers
- Must be able to work overtime and weekends as necessary to complete assignments. Out of town travel will be required on occasion.
- Must complete one rotation as a driver representative on the Branch Safety Committee
- Other duties as assigned and may require warehouse and other general labor assignments during slower periods

### **Physical requirements:**

- Must be able to safely lift and carry weights of 10 to 50 lbs without assistance, and 50 to 100 lbs plus with a second man. Proper lifting techniques must be used at all times
- Must be able to push and pull fully loaded dollies
- Have the ability to kneel for extended periods, walk on uneven surfaces, climb ladders, safely exit trailers, trucks and other surfaces, lift arms above shoulder, do repetitive hand work, and have full use of both hands
- The ability to read instructions and complete paperwork accurately
- Will also require working in both hot and cold environments transferring materials to vans and containers

### **Work Experience and Education requirements:**

- Grade 12 or equivalent experience
- Must be bondable (clear security clearance)

### **Employees who drive company vehicles will be required to have additional training in:**

Annual Road Test  
Wheel and Brake Adjustment  
Logs and Hours of Service Training  
WHMIS Training  
Transportation of Dangerous Good Training

Please submit your cover letter and resume to [sha-rae.tooley@matco.ca](mailto:sha-rae.tooley@matco.ca) or via fax at (403) 236-5031. Closing date is August 13, 2010.