



Job Description

Position: Driver

Reporting to: Managing Director

Job Purpose

You will support and facilitate the implementation of technical production and staging commissions. You will maintain exceptional standards of product maintenance and warehouse operations. You will ensure representation of the Company and brand is exceptional at all times. You will aid the success of the business through careful handling and maintenance of all Company property. Facilitate projects and commissions, working with the technical team on preparation, loading, driving, unloading and de-preparation. The position will also involve working on event sites and supporting warehouse teams when needed. Monitor condition and maintenance schedules of Company vehicles.

Principal Accountabilities

Driving

- Transporting a wide variety of items, utilising multiple Company vehicles.
- Following routes and time schedules.
- Loading, unloading, preparing, inspecting and operating the delivery vehicles.
- Ensuring adherence to all road regulations, including vehicle loading weights, as well as the Company Operations Licence restrictions, such as completing inspections, logs and reports.
- Assisting warehouse and site teams with planning and transport scheduling in order to meet event deadlines.
- Manage driving hours effectively to remain within the legal requirements.
- Support Line Manager and technical team in collating documentation and collateral for all jobs in keeping with operational processes, health & safety compliance and industry standard regulation compliance.
- Attend weekly team meetings, updating the team on current activities.

Warehouse & Site Work

- Maintain a safe working environment at all times, being mindful and reactive to potential risks to the health & safety of yourselves and others, and take actions accordingly.
- Aid preparation of equipment for transportation, as well as technical production, power and staging commissions where needed.
- Reporting any losses or damages to Company property to your Line Manager.
- Supporting the technical team with inventory and regular testing of technical equipment, power distribution and staging where needed.
- Ensure all job prep, delivery and return sheets are completed, raising any concerns regarding scheduling or shortfalls in equipment to the technical team.

Building working relationships

- Maintain a positive working environment for the whole team through effective and engaging development of working relationships.
- When required, engaging with external or freelance contractors to outline expectations and create a positive supportive environment in order to effectively complete projects.

Person Specification

Essential

Full UK Driving License
Experience driving XLWB or 3.5T vehicles
Flexible and adaptable
Autonomous but effective team player
Embraces change with capacity to learn and develop
Excellent communication and planning skills
Positive outlook and frame of mind
Cat B Plus E and /or Cat C Driving License

Desirable

Experience or skill with technical production
Experience within the event temporary structures industry
Rigging experience
Counter-balance Forklift License
Telescopic Forklift License
Moffet Licence
Keenness for development