

Job Overview:

Plant Delivery Driver's Mate

Job Title: Plant Delivery Driver's Mate	Location: Stevenage	Company: Gratte Brothers Foodservice Solutions
Reporting to: Jason Pateman (Warehouse Operations Manager)		

Key Areas of Responsibility:

- Load and check items on to van in accordance with delivery/collection notes for next day's deliveries, ensuring load is safe and secure for journey.
- Assist driver to deliver/collect tools and equipment to/from Gratte Brothers Limited (GBL) sites as arranged by Plant Hire Department, liaising with contacts on sites, loading/unloading items on site, as per delivery notes, and recording details of any items returned from site.
- When required, you will assist the driver to deliver/collect equipment for our Group operations: Foodservice Solutions, Security Systems & Software, Building Services & Engineering, and Building Service & Maintenance. You will liaise with onsite contacts, including possible overnight stays depending on location.
- Assist the driver in collection/delivery of stationary and or I.T. equipment from HQ (King's Cross) for delivery to sites as requested.
- Assist driver in collection of scrap or waste materials from site when required and complete a waste transfer note.
- Assist the driver to collect newly purchased equipment from suppliers.
- Clean vehicle on a regular basis.
- Assist in warehouse, under instruction from Warehouse Supervisor, when no deliveries scheduled.
- Cover for driver when they are on annual leave or off sick.
- When covering for the driver, check vehicle daily and report any defects to your line manager.
- When covering for the driver, plan route to maximise utilisation of time and fuel efficiency for multiple drops.
- Please note: This job includes lots of manual handling - lifting/moving aids are provided.

This is a broad overview of the position and does not encompass all aspects of the role. Gratte Brothers are an equal opportunities employer and welcome applications from all.