

Delivery Driver/Full Time

MountainFlame Propane is seeking a professional and motivated person to join our team. The successful candidate will have strong communication and organizational skills, excellent customer service and possess the ability to learn rapidly. This position will drive our delivery truck to make propane fuel deliveries and complete daily tasks relative to the position. Knowledge of and experience driving in the foothill area is required. Class B License with Endorsements (Tanker and Air Brakes) are desired but not required. Hazmat Endorsement is desired but we are willing to assist the successful candidate in acquiring all license endorsements. You must be 21 years of age to receive a Hazmat Endorsement. A complete Background Check and Fingerprint Process will be required as part of the Hazmat Endorsement. Basic computer skills are required. If you feel you meet the requirements, please forward your resume and letter of introduction to kris@mountainflamepropane.com. No phone calls please.

List of Job Duties – Delivery Driver – Current Open Position

- Maintain required license and endorsements required by law
- Familiarize self with delivery area maps to ensure knowledge of roads, driveways, terrain, etc.
- Provide deliveries and excellent, professional customer service during field deliveries
- Completes daily pre-trip inspections
- Corrects minor issues found during pre-trip inspections
- Perform routine maintenance on vehicle and equipment
- Keeps vehicle clean and presentable both inside and out
- Keeps vehicle stocked with needed company stickers, paperwork, supplies, etc.
- Reports any vehicle issues to Co-owners for repairs
- Safely load fuel into vehicle tank
- Create delivery route each morning of deliveries
- Provide timely fuel deliveries to businesses, households, cylinders, etc.
- Drive in difficult road and weather conditions

- Verifies equipment serial numbers prior to each delivery to ensure proper delivery location
- Visually inspect equipment prior to fuel delivery
- Occasionally Soap Test valves, regulators, pigtails, etc. for leaks prior to fuel delivery
- Use vehicle automation system safely
- Use vehicle computer system efficiently
- Completes daily fuel delivery ticket entries
- Contacts customer if there is a need to reschedule a delivery
- Turn in daily delivery paperwork to the office in a timely, organized manner
- Cooperate with Management, Delivery Team and Office Personnel to share information
- Forwards customer requests to the office staff for processing
- Completes required forms if field maintenance or service work is needed at a customer's location
- Report bulk storage and diesel levels to Co-owners
- Attends annual Safety Training meetings
- Assists with keeping the storage yard and shed clean and tidy
- Assists with other job duties as assigned