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# Example of Box Truck Driver Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of box truck driver. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for box truck driver

* Moves materials to and from storage or work sites to designated area(s) and puts them away
* Ensure that all products are loaded properly in trucks so that it will ensure the arrival undamaged
* Load and unload vehicle, unassisted or with assistance of helpers, with or without forklifts
* Ensure proper scanning of jobs and obtain signatures via the shipping proof of delivery app
* Match certifications/travelers to the respective job, and ensures accuracy between certifications/travelers and the respective job before scanning the job to the customer
* Maintain basic shipping paperwork, checking for accuracy and detail, and making sure that the customer has signed the dated certifications and that all delivered jobs have respective paperwork
* Collect checks/moneys from customers, if applicable
* Assists receiving department in the transportation and storage of received material and customer product or containment
* Operates pallet jacks and forklifts using a high degree of caution for self, others and products
* Drives safely and defensively, obeying the rules of the road

## Qualifications for box truck driver

* Must have valid driver's license with no more than two convicted moving violations and/or at-fault accidents on driving record in the past three years
* Experience driving box truck required
* High School Diplomas/GED
* Minimum six months driving and warehouse operations experience
* Possess Valid Chauffeur's License
* Experience operating a standard shift box truck up to 26'