



# Example of Parts Delivery Driver Job Description

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Our company is growing rapidly and is hiring for a parts delivery driver. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for parts delivery driver

- Able to comprehend Alpha Numeric sequences
- Operating the delivery vehicle in a safe and cautious fashion
- Must have a valid driver's license and able to maintain a safe driving record, be able to work on feet for entire shift, be capable of lifting and moving parts & boxes of up to 50 pounds
- Maintaining the delivery vehicle to include cleanliness and reporting repair needs of the vehicle
- Maintaining the store's professional appearance inside and outside the store
- Verify parts you are loading and delivering
- Drives company truck in a safe, courteous and responsible manner
- Physically loads products into truck
- Collect money when required
- Pickup customer returns

## Qualifications for parts delivery driver

- Complete paperwork accurately every day
- Contributing to the Keystone Team by meeting and exceeding individual and company goals
- Enjoy interacting with customers
- Comfortable lifting up to 50 lbs and lifting frequently
- Must have a valid driver's license and able to maintain a safe driving record
- Experience in auto motive repair or parts sales preferred