

DISCOVERY WINES

HAND CRAFTED & SELECTED



Truck Driver/Warehouse Assistant Discovery Wines & Spirits

Job Purpose

The Truck Driver/Warehouse Assistant reports directly to the Store Manager. The successful applicant will assist with the collection and un-loading of goods.

He/She will also be responsible for timely delivery of daily Discovery Wines orders including website orders, monthly Wine & Gin Club orders and to assist warehouse team in the boxing of packages.

In addition, provide support as needed with the day-to-day operations of the Discovery Wines stores.

Essential Duties & Responsibilities

- Delivery of all product in a timely and professional manner
- Maintain the cleaning, and upkeep of company vans.
- Safely load and unload goods as directed by warehouse management
- Ensure that all safety policies and procedures are adhered to
- Effectively engage with customers to ensure that their expectations are met.
- Create a good relationship with the customers and your work colleagues
- Any other duty requested by Warehouse Management pertaining to the upkeep and operation of the general warehouse.

Required Knowledge, Skills & Abilities

- Be familiar with methods and procedures for securing goods in or on the vehicles
- Proven customer service skills - Be professional, polite and prompt with a commitment to providing our clients with an excellent experience
- Ability and willingness to carry out all duties as requested
- Ability to follow regulations and safety standards
- Ability to work in a fast-paced environment
- Strong work ethic
- Ability to work beyond standard business hours, if required
- Ability to lift a minimum of 50 lbs.

Minimum Qualification & Education

- Must be at least 18 years of age
- Must have high school diploma or GED
- Demonstrate good verbal & written communication skills
- Hold a valid Bermuda intermediate stick-shift driver's license

Work Environment

Drivers do not work in environmentally controlled conditions; therefore, you may be exposed to inclement weather conditions that hinder your ability to fulfil your main responsibilities.

If you are unable to make deliveries due to safety measures, you will be assigned to carry out internal warehouse duties.

As a member of the Gibbons Group of Companies employees receive major medical insurance benefits, a contributory pension plan, group company discounts and access to an employee assistance program.

If interested in this career opportunity, please send a resume and covering letter, along with two employment references to: humanresources@bll.bm

Closing Date: April 12th, 2021

Only successful applicants who have been shortlisted for an interview will be contacted.