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DRIVERS DZ, D & G

The Professional Mover/Van Foreman is engaged in managing the hands-on end of household and corporate moves. In addition to the generic functions associated with driving the truck, the mover/van foreman has primary responsibility for customer relations, dealing one-on-one with the end client. In this role, the mover/van foreman requires superior “people skills”, including conflict resolution and communication skills.

A major component of this specialty revolves around the inventory and condition appraisal of furniture and effects. To do this, the mover/van foreman relies on a detailed understanding of the van lines’ protocols as well as keen attention to detail when making decisions and filling in manifest documents. Decisions made by the mover/van foreman at this stage can have a significant impact on the overall profitability of a contract.

Mover/van foremen are also required to supervise pack and load crews, which may include the hiring of temporary or casual labour. The mover/van foreman must be diligent in training new and inexperienced workers on the safety, quality and productivity standards required of the job, while maintaining company operating standards. Once again, decisions made in the field by the mover/van foreman can have a significant impact on a job’s profitability.

Movers/van foremen include company drivers and owner/operators, and also include individuals involved in local, long-distance and international moves.

Many of the tasks that are performed by the mover/van foreman are very similar if not identical to the tasks performed in other segments of the industry. Where the tasks are different, the accompanying profile provides a task context that serves to illustrate the different working conditions, operating environment, or other factors that distinguish this specialty.

Requirements;

- Must hold a VALID DRIVERS LICENCE
- Experience in the moving industry an asset, but not necessary Training is provided
- Clean Drivers Abstract
- Clean Criminal Record, the Van Line and our clients require a Criminal Back Ground Check



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TASKS

- Operate a Straight Truck
- Execute vehicle maneuvers
- Adapt driving to operating requirements and conditions
- Operate specialized equipment
- Manage emergency/unexpected situations
- Confirm cargo & logistics
- Plan/revise routes
- Finalize trip plan
- Secure/Obtain required documents and equipment
- Plan cargo loading
- Inventory cargo
- Pack cargo
- Load cargo
- Secure cargo
- Unload cargo
- Ensure customer satisfaction
- Handle complaints
- Participate in improving customer service
- Participate in creating sales opportunities
- Practice preventative maintenance
- Perform pre-trip inspection
- Perform post-trip inspection
- Maintain accessory equipment
- Maintain daily log
- Administer bills of lading
- Prepare/submit inspection reports
- Prepare/submit documents & requests
- Comply with hours of service requirements
- Comply with highway safety codes and related regulations
- Comply with occupational health & safety requirements
- Comply with carriage of goods requirements
- Comply with governing drug & alcohol regulations and policies
- Comply with weight & dimensions requirements
- Comply with labour code requirements
- Comply with human rights requirements
- Comply with environmental requirements
- Comply with customs and immigration requirements
- Comply with tax requirements
- Comply with company contracts & agreements
- Comply with company policies, procedures and standards
- Manage labour
- Practice active listening
- Speak in a clear and concise manner
- Write in a clear and concise manner
- Demonstrate people skills
- Work as a team member
- Exercise leadership
- Demonstrate personal skills; Professionalism, Integrity, Thoroughness, Work Methodically and Manage Time