

Position Title:	AZ Driver	Location:	All
Department:	Distribution	Wage Grid:	D2
Reports to:	General Manager, Distribution		

Highline Vision and Values:

We aim to passionately nourish people, community and environment, through embracing our core values which include:

We do the right thing, always. We lead the way. We are fanatical about quality. We are transparent in our relationships. We always consider the human element. We embrace diversity and inclusion.

Position Summary:

Loads and transports materials between farms and to local destinations. Completes daily logs in accordance with DOT requirements, performing vehicle inspections prior to loading.

Expected Outcomes:

1. **General Duties**
 - a. Loads and transports materials from source to destination in accordance with Company expectations, including destinations in the United States of America.
 - b. Completes logs daily in accordance with DOT requirements and vehicle inspection prior to loading
 - c. Submits to random alcohol and drug testing if requested to do so by the Company or by US Department of Transportation Authorities or other police authorities
 - d. Performs any other duties that may be assigned as required

2. **Leadership & Code of Conduct**
 - a. Embrace and support the highline culture and values, acting as a brand ambassador at all times
 - b. Interact with others in a manner that promotes respect, confidentiality and dignity
 - c. Develop and actively foster an engaged work force, displaying professionalism at all times

3. **Safety:**
 - a. Adheres to the Safety Policies, including use of proper Personal Protective Equipment (PPE) and other safety equipment
 - b. Reports unsafe conditions immediately to the supervisor
 - c. Reports all incidents, injuries and near misses to the supervisor immediately
 - d. Cooperates in the Early and Safe Return to Work Program if an injury or medical illness requires accommodation.
 - e. Immediately reports vehicle problems and takes immediate corrective action when warranted
 - f. Chocks tires when loading or unloading in receiving docks

4. **Food Safety:**
 - a. Follows all Good Manufacturing Practices (GMP's) as trained
 - b. Ensures food contamination preventative measures are followed
 - c. Ensures that tools, equipment and vehicles are cleaned and sanitized
 - d. before use
 - e. Ensures that refrigeration equipment is working properly and the mushroom temperatures meet customer requirements

5. **Quality:**
 - a. Adheres to all quality standards per customer specifications
 - b. Ensures mushrooms are transported within customer specifications as instructed by the Supervisor, Manager and Quality department
 - c. Ensures mushrooms are moved and delivered in a manner that reduces or eliminates damage or contamination and ensures the highest quality product

6. **Tools and Equipment:**
 - a. Forklift
 - b. Power Jack

7. **SAP Duties:**
- a. RF Scanner
 - b. Truck Scale & Printers
 - c. PickLists

Qualifications:

- Must be eligible to work in Canada
- Must be able to travel across the border into the United States
- Valid AZ license, above average driving record, insurable
- One year transport driving experience preferred,
- Grade 10 or equivalent

Required Training:

Orientation training, including, Food Safety, Attendance Policy, Conduct Policy, AODA, WHMIS, Incident Response and Reporting, Emergency Response Plan, Return to Work and Disability Management, Ergonomic Policy and the Highline Stretching Program, Workplace Violence, Harassment, Sexual Harassment and Bullying Policy, Health and Safety Policy and MOL Worker Awareness.

Other training as identified from time to time by the company.

Working Conditions:

Weekend and/or evening and some holiday work. Position requires a willingness to work a flexible schedule.

This job description should not be construed as an exhaustive list of duties and responsibilities to be performed by persons assigned to this position. It is not intended to limit or in any way modify the right of the manager or supervisor to assign, direct, or control the work of associates under his or her supervision. Job descriptions may be revised at any time during the course of employment as required.

By signing below, I acknowledge that I have reviewed and accept the responsibilities noted within this job description.

Signature

Date