



## Job Posting

**Job Title:** Delivery Driver - non CDL / Customer Service

**Status:** Full-Time (35 to 40 Hours per week) This position also requires over time and on call responsibilities on a rotating basis.

**Location:** Coler Long Term Care Pharmacy

**Reports To:** Pharmacist In Charge

**Responsibilities:** A delivery position responsible for delivery of prescription medications within the company service area.

**Essential Job Responsibilities:**

- Delivers prescriptions within the company service area.
- Maintains a positive image of Coler Long Term Care Pharmacy in the medical community.
- Records data in vehicle log books.
- Maintains vehicle cleanliness.
- Completes various documents and maintains responsibility for knowledge of current paperwork requirements.
- Other duties as assigned by management.

**Education:** High school diploma or equivalent

**Experience:** One year experience preferred.

**Other Requirements:** Vast knowledge of current delivery area.

**Hours:** Scheduled for 35 to 40 hours per week between the hours of 9:00am – 7:00pm. Shift; Monday through Saturday as scheduled. Additionally serves on call on a rotating basis once every 4 weeks.

**Knowledge, Skills & Ability Requirements:** **Knowledge of:** roads and landmarks in current delivery area; company policies and procedures. **Skills:** working in a fast paced environment; **Ability to:** drive delivery vehicles; pass background check and have an acceptable driving record.

**Equipment Operated:** Delivery vehicle, basic computer and phone skills.

**Work Environment:** Fast paced work environment.

**Mental/Physical Requirements:** Position requires employee to drive for extended periods of time. Position requires employee to sit or stand for extended periods of time and occasionally lift up to 40 pounds.

**Application Procedures:** Apply online at [www.shriverspharmacy.com/Career-Opportunities/](http://www.shriverspharmacy.com/Career-Opportunities/) or send resume to [hr@shriverspharmacy.com](mailto:hr@shriverspharmacy.com).

