

LGV1 Driver - Waitrose Distribution

Location:	
Reports to: Transport First Line Manager	
John Lewis Partnership overview: <p>We believe the John Lewis Partnership is a better way of doing business. The Partnership is the UK's largest employee-owned business and home to our two cherished retail brands - John Lewis & Partners and Waitrose & Partners. Everything we do is powered by our unique purpose, which puts the happiness of Partners at our core through worthwhile and satisfying employment. And every one of us is obsessed with inspiring and delighting our customers through outstanding quality products and food and unrivalled service because for us, it's personal. There are five values we look for in a great Partner:</p> <ol style="list-style-type: none">1. DO RIGHT - We act with integrity and use our judgement to do the right thing2. WE NOT ME - When we work together, anything is possible3. BE YOURSELF. ALWAYS - We're quirky, proud and at our best when we're free to be ourselves4. ALL OR NOTHING - We put everything we have into everything we do5. GIVE MORE THAN YOU TAKE - We all put more in so everyone gets more out	
Purpose: <p>To complete all branch deliveries and supplier collections to the required standard. Ensure all temperature requirements are maintained throughout the supply chain and that branches receive their deliveries on time in order to meet branch and customer requirements. To adhere to all Health and Safety and Operational procedures and conduct themselves according to the Partnership's principles.</p> <p>You will have the opportunity to develop and stretch personally and professionally to achieve your potential.</p>	
Primary accountabilities and deliverables <ul style="list-style-type: none">• Complete all branch/RDC deliveries and supplier collections within the given timescales, to the required standard.• Completing all unit/trailer checks and safety checks before any departure and follow the correct defect reporting procedure.• Safely loading and unloading whilst complying with the correct procedures for a given location.• Temperature Control and management.• To complete all Transport system requirements as per the relevant processes.• To complete basic documentation accurately.• Operate the vehicle in a safe, legal and economical manner at all times ensuring that it is maintained in a clean and tidy state.• Effectively communicate problems, delays and/or operational issues to all relevant parties in a timely manner.• Maintain individual driving records to the required legal standards and to work within the EU drivers hours regulations and WTD.• Maintain a full knowledge of the Highway code, WTD, EU	Measures of success: <ul style="list-style-type: none">• Objectives as set by management.• Performance targets as set by management.• Key Customer Service levels achieved.• Compliance under EU Driving regulations with no fines or penalties.• Driver Assessment. Feedback from key customers and other drivers, and spot checks when downloads are carried out.• Rejected loads due to temperature issues.• All admin duties are consistently achieved accurately.• Work within agreed targets and support all departments within the RDC.• All reporting procedures adhered to.• Accidents and injuries kept to zero or minimal.• Knowledge of operational changes and procedures and an awareness of the Business Plan.• Partnership principles and ethos followed at all times.

<p>Drivers Hours Regulations and vehicle operations.</p> <ul style="list-style-type: none">• Support transport department in regards to legislation, ensure the warehouse receives support in the form of trailer presentation and timely turnaround of equipment.• Provide great customer service to the branch ensuring that the delivery interaction is compliant, efficient and positive.• To work within other areas / departments within the RDC as requested by Management.• To ensure all Legal, Health and Safety and Operational procedures are adhered to at all times ensuring the safety of self and others.• Report any injuries, accidents and any Health and Safety issues.• Adhering to procedures and practises according to the training received.• To participate and be involved in cultivating a culture of continuous improvement.• Attend regular communication meetings and communicate any operational issues to the Management team.• To keep up to date with Partnership news by reading notice boards and the Partnership's editorials.• To ensure all Personnel procedures are adhered to, including all mandatory training completed as required.• Their behaviour to other Partners and members of the Management team.	<ul style="list-style-type: none">• Training records and all other Personnel procedures adhered to.• Mandatory training completed on time.• Display Partnership behaviours to other Partners and members of the Management team.
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Essential qualifications:	Essential experience:
<ul style="list-style-type: none">• Valid LGV1 C+E Driving Licence (with a maximum of 6 points)• Valid Drivers Qualification Card (DQC)• Valid Digital Tachograph Card	<ul style="list-style-type: none">• Relevant experience in Articulated/Refrigerated deliveries• Supermarket store delivery experience• Minimal accident record in the last 2 years• No court proceedings for driving against them• Has less than 3 points on their Driving licence

This role would suit someone who:
<ul style="list-style-type: none">• Demonstrates excellent Partnership behaviours• Is passionate about driving• Has good customer service skills and a positive attitude towards others• Is flexible in their approach to work• Is trustworthy and well presented• Is self motivated and proactive in approach

- Has a desire to achieve and succeed
- Is reliable and punctual
- Has the ability to accept and adapt to change
- Understands the basics of Health and Safety procedures

Partnership Level: L10**Manager's Partnership level: L8****Number of direct reports: N/A****Partnership level(s) of direct reports: N/A****Vetting required? (Yes or No)**

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Version control

Version	Created/updated by	Date
2.0	Andrew Walker - DSM	27/01/2022