

JOB SPECIFICATION



Position: HGV Driver (Tipper / Mixer)

Company History

Founded in 1945, Pat Munro (Alness) Ltd is a privately owned company consisting of the following divisions:

- Quarry Products
- Haulage
- Plant Hire
- House Building & Development
- Civil Engineering
- Waste Services
- Road Surfacing

Based at *Caplich Quarry Alness*, the company currently employs in excess of 175 personnel and operates out of two further depots; a quarry in Dornoch and a waste transfer station in Inverness.

Position

This is a **permanent, full time** position within the Haulage Department, primarily based at Alturlie Quarry, Allanfearn, Inverness although you will be expected to work at other quarries at the company's discretion.

Job Responsibilities

As a Heavy Goods Driver - primarily driving Tipper / Ready Mix Concrete Lorries - your duties will include:

- Carrying out daily vehicle checks
- Effectively carry out material delivery activities, and ensuring customer satisfaction
- Completion of all necessary paperwork daily & weekly
- Report any vehicle defects
- Adhering to all health & safety requirements

You will also be expected to ensure that all operations are carried out in line with UK and EU laws and regulations. These govern vehicle safety, driver hours, and customer's requirements. The above list is not exhaustive

Applicant

The successful applicant will require the following skills & experience:

- C Licence
- Driver Qualification Card
- Digital Tacograph Card
- Tipper/Mixer experience would be preferable
- Flexible approach to work as driving different types of vehicle will be expected.

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Working Hours

Your working week will comprise of 39 hours with appropriate breaks. These hours will be worked Monday to Friday which the Company will notify to you in advance.

There will be a requirement for flexible working to accommodate operational demands outside of this. This will include overtime which will attract premium rates.

There is a possible requirement to work away from time to time, whereby subsistence will be paid by PMA at industry agreed rates.

Remuneration

£10.50 / hour plus allowances.

Probationary Period

The company operates a standard 3 month probationary period, during which either party have the right to immediate termination of employment. There is no holiday entitlement within this probationary period. Upon successful completion of the probationary period, full terms of employment contract will apply.

Holidays

Annual holiday entitlement is 30 days (for full-time positions) which is inclusive of recognised public holidays. You are required to reserve a specified amount of your annual holiday entitlement to cover the annual Christmas and New Year shutdown period. This is normally 10 days.

PMA will endeavour to grant holiday's out with the fixed dates, where possible, subject to operational requirements. Staff must give a minimum of 1 months' notice of alternative holiday requests.