

## JOB DESCRIPTION: DELIVERY ASSISTANT

Must be at warehouse no later than 5:30 AM

## **DUTIES AND RESPONSIBILITIES**

- Assist route driver with all activities in delivery of product.
  - Product Freshness
  - Product Rotation
  - Properly and safely unloading, handling and storing merchandise on customer property
- Assist route driver in all activities of vehicle maintenance.
  - Trucks washed at least once a week (inside and out).
  - Cab of truck cleaned out at the end of each day.
- Personal Appearance
  - Professional, well groomed appearance is required of all employees at all times.
  - Employee must shave every day before coming into work.
- Uniform Appearance and Policy
  - A proper company-issued uniform, clean and in good repair, must be worn while on duty.
  - Upon separation of employment, all company uniforms must be returned to the company for security reasons
  - Employee must wear an "AB" branded hat. (Provided by Delivery Department)

## **END OF DAY DUTIES**

- Pallets must be stacked on truck
- Make sure that beer left on truck is visible to be counted
- Clean out cab of truck
- · Make sure all daily duties have been completed by driver and assistant











