DELIVERY PERSON

NATURE OF WORK

This is routine manual work in transporting merchandise, packages, supplies, equipment, and personnel between the University campus and outlying areas.

Work involves operating a motor vehicle in fulfilling a variety of transportation requirements. Assignments are received orally or in writing. Work is performed with little direct supervision and is reviewed by observation of results.

ILLUSTRATIVE EXAMPLES OF WORK

Transports personnel, equipment, supplies, and mail between outlying areas and the University campus.

Picks up and delivers a variety of equipment and supplies.

Cleans and maintains vehicle.

Performs a variety of manual and standardized clerical tasks.

Performs related work as required.

REQUIREMENTS OF WORK

Experience in operating passenger vehicles; graduation from high school; or any equivalent combination of experience and training which provides the following knowledge, abilities, and skills:

Knowledge of the location of University buildings, outlying installations, and various buildings in St. John's and surrounding area.

Ability to operate a motor vehicle safely.

Ability to meet and deal with people in a pleasant and courteous manner.

Ability to follow oral and written instructions.

Possession of a valid Newfoundland driver's license.
0130
1992.12.03
Confirmed: 2004.01.05