



# Company Van Delivery Driver

**Location:** Medford, OR

**Department:** Operations

**Employment:** Full Time

**Available Shifts:**

Monday - Friday

6:30AM-6:00PM

**Salary:** TBD

## About Our Company

Come work for a great company with strong employee retention and a team of industry veterans with true passion for what they do. GLS, General Logistics Systems Company, is a leading regional delivery carrier which has been providing Priority, Ground, and Freight services throughout the West since 1995. Thousands of companies across all industries rely on our company to deliver time-critical packages and documents every day because we've got an amazing team that goes the extra mile for our customers. We're always looking to expand our team with like-minded professionals, therefore if this job might be a good fit for you, send us your resume.

## Position Summary

We are seeking a motivated Company Van Delivery Driver with a clean driving record, customer service oriented, positive attitude, courteous and professional demeanor at all times, who is able to manage the needs and expectations of operations and management. Drivers are expected to maintain a 93% on time delivery rate and should average 25 to 35 deliveries by 10:30am.

## Responsibilities & Duties

- Responsible for the timely delivery and/or pick-up of all packages associated with a particular delivery or pick-up route.
- Sorting, checking in, staging packages, assisting in loading and unloading of line haul trucks as necessary as well as proper loading and unloading of your own vehicle.
- Pick up routes should be made in timely fashion with no missed pick-ups and within the time constraints set by the company.
- Sort parcels at the Depot or at the meet point.
- Ability to read a manifest and shipping labels to sort and deliver packages in a timely manner.
- Reading and understanding of the Thomas Bros, Map system for finding the most efficient route order to make daily deliveries.
- Required to carry and use company provided radio to communicate with Dispatch staff.
- Report any unsafe or hazardous conditions to management.
- Collect and properly account for COD checks received from customers.
- Report any changes, requests, and issues relating to customers to management.
- Comply with all company policies and procedures.
- Follow established dress code.

- Responsible for timely completion of all required paperwork. Route sheets must have legible signature and have complete delivery/pick-up information.

#### **Qualifications Needed:**

- Valid Driver License
- All applicants must be a minimum of 21 years of age, with good communication skills
- Clean DMV Driving Record
- Successfully complete all pre-employment screenings
- Ability to read and understand English and apply common sense to carry out instructions furnished in written or oral form.
- Ability to lift, push, pull, and/or move items up to 75 pounds
- Attention to detail and exemplary organization skills
- Positive Attitude
- Prior transportation and delivery service experience a plus
- Geographic knowledge of the region you are working within
- Physical requirements; while performing the duties of the job the employee is required to sit, stand, walk, bend, stoop, reach, lift, push, pull, carry and manipulate large and heavy items.

#### **Benefits for Full-Time Employees**

- 401K with employee matching
- Healthcare benefit options
- PTO / Sick Leave
- Direct Deposit

#### **To Apply:**

Please email your resume and cover letter to [pnwhr@gso.com](mailto:pnwhr@gso.com) OR  
Come down to apply in-person 319 Erhman Circle Medford, OR USA 97501: M-F 10:00AM-3:00PM

#### **EEO Commitment:**

GLS, General Logistics Systems Company, is an Equal Employment Opportunity (EEO) employer and is committed to a diverse workforce. We welcome all qualified applicants to apply to at GLS, General Logistics Systems Company and we strive to select the best qualified applicant for each position in our organization. Applicants will receive fair and impartial consideration without regard to race, sex, color, national origin, age, disability, veteran status, genetic data, gender identity, sexual orientation, religion or other legally protected status, or any other classification protected by federal, state, or local law. GLS, General Logistics Systems Company complies with all laws and regulations relating to employment discrimination, and are always committed to doing what's right.