

## Delivery Driver— not HGV Yorkshire and North East

### SUMMARY

POSITION:	Delivery Driver— 19hrs over 2 days— every fortnight—(part time) would ideally suit someone after a part time 'hobby job'.
JOB ROLE NOTES:	We require a transit style delivery driver to collect and return equipment sent to us from clients. The requirement is 2 days, once a fortnight (Mon & Tues). The job is 19 hrs over the 2 days, and the delivery drops are to pre-existing clients, ( <b>NOT MULTIDROP</b> ) and follows a predestined 'milk round' route. We are looking for individuals who are diligent with paperwork, enjoy safe driving, relish an early start and take pride in their work.
LOCATION	Start & Finish — York (YO23) — Delivery route around Lincolnshire, Leeds, Yorkshire, Durham & Northumberland.
SALARY:	£10.17 p/h—Hours are Mon-Tues—every 2 weeks

### RESPONSIBILITIES

- Collect and deliver clients equipment ensuring goods are safe in transit
- Drive responsibly and courteously in transit sign written style van
- Interface where required with clients whilst collecting and delivering
- Ensure goods are stowed safely during transit
- Present a professional company image (polo shirts provided)
- Perform daily van checks and periodically wash van
- Carry out any other reasonable tasks as deemed necessary by manager

### QUALIFICATIONS & KEY SKILLS

- Full UK driving licence (preferably with zero points) - please declare on application
- Good interpersonal communication skills—ability to assist clients requirements
- Ability to self-motivate and enjoy early starts
- Keen to learn new systems (barcode tracking of items on PDA) and ability to accurately follow instructions from colleagues

### PERFORMANCE INDICATORS

- Work level management and internal tracking conformance reporting
- Customer feedback and compliments resultant from quality working standards
- Vehicle organisation & tidiness with a methodical approach to workflow
- On-going management appraisal (and formal annual)



The Utility Equipment Specialists

Norwich Instrument Services Ltd, Tel + 44 (0) 1603 416 900  
Faraday House, Peachman Way Fax + 44 (0)1603 416 902  
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Norwich, [nisltd.co.uk](http://nisltd.co.uk)  
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## BENEFITS

- Not MUTI DROP—set delivery routes and achievable routes with blue-chip clients
- Well serviced presentable vehicles & NIS branded workwear
- 2 days per fortnight – Mon & Tues— would be ideal for someone who wants to keep working but doesn't want full time hours—2 intense days, then relax!
- Company pension scheme
- Bike to work scheme
- Family run company where employees are valued individuals
- Training & support given on delivery route

## APPLICATION

If you would like to the opportunity to join the NIS team please send your CV, and a short introduction about yourself on why you feel you would be the perfect fit for us to:

**[careers@nisltd.co.uk](mailto:careers@nisltd.co.uk)**

**Or by post to the address below FAO Operations Manager**

**Closing Date 23rd July 2021 *or earlier if filled***

## NIS BACKGROUND:

Norwich Instrument Services has organically grown since 1997, working primarily in the electricity distribution industry. From humble beginnings the company has expanded into many factors and are recognised nationally in our market sector. Our corporate clients demand a high standard which we achieve in a relaxed, professional and enjoyable working atmosphere. We are still family run with comparable values ethics, ensuring jobs are completed safely and in a timely manner.

We have recently moved to our new corporate facility at Broadland Business Park, providing an enviable working environment with underfloor heating and air conditioning —and state-of-the-art testing and repair facilities, a non-serviced canteen, locker rooms, shower facilities, secure bike and motorbike storage and parking.

Our employee retention and longevity of service speaks volumes and we are looking for individuals who will slot into our dynamic and diverse team.

# NIS

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