



**KLEINPETER FARMS DAIRY, L.L.C.**  
14444 AIRLINE HIGHWAY, BATON ROUGE, LA 70817  
(225) 753-2121

Job Description

## Driver-Sales Member

**FLSA Status: Exempt**

**Reports to: Delivery Supervisor**

### **About Us & Position Overview:**

Kleinpeter Farms Dairy is a family-owned business for over 100 years. We service our customers with fresh milk along with other dairy products. We strive to provide the best sales/service to all customers in a professional manner. Manage sales transactions, truck inventory, and proper temperature for storing product. Realize the ultimate goal of increasing sales and promoting products to customers in order to increase sales.

### **Job Duties & Responsibilities:**

- Operate refrigerated box truck within the law and with a safety-conscious mind
- Ability to work a route beginning at 3:30am
- Ability to climb up and down (side or back of truck) all day to pull product
- Ability to use a Hand Truck (dolly) to move product from truck to account and inside the account
- Load your own truck with fresh product on truck daily
- Drives truck over established route to deliver products
- Operate handheld computer and printer to generate sales and request inventory
- Manage inventory and organize truck to ensure proper rotation for freshness
- Maintain the proper temperature (under 37 degrees) for product at all times
- Collect checks, money orders, signatures from all accounts.
- Properly fill and rotate product in the account (shelves and backstock)
- Pick up empty crates at every stop and return to facility and or depot on a daily basis
- Monitor truck maintenance daily and report any unsafe conditions to Supervisor and Safety Manager
- Report any vehicle accidents and/or personal injuries to Supervisor and Safety Manager immediately
- Performs other related duties as assigned by Manager/Supervisor
- All employees are responsible for food safety and quality

### **Job Requirements:**

- High school diploma or GED equivalent required
- Ability to work inside a milk truck with a temperature of 40 degrees
- Ability to regularly lift/move up to 50 pounds independently
- Must have a valid Class B license (CDL)
- Must be able to work flexible hours. Every day is different when on Sales Delivery Route
- Must be able to pass all medical exams and drug and background checks (including criminal)

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Employee Name

\_\_\_\_\_  
Date