



## **Relief Driver (Retail) - Shropshire (SDS2021)**

**Permanent, Full time (average of 48 hours per week, over 6 days, including nights and weekends)**

**£26,520 per annum plus £20 per week Driving Bonus (subject to meeting criteria)**

Established in 1938, Cotteswold Dairy is one of the UK's leading independent, family-owned dairies. We support local farmers and communities by delivering the freshest, finest quality products and first class customer service.

We have an exciting opportunity for an enthusiastic Relief Driver with excellent customer service skills and a Cat B driving licence or above to join our Cotteswold family. We welcome drivers with experience of and/or are happy with early morning starts with a passion to learn and develop.

As a representative of Cotteswold Dairy, Quality and Customer Service is at the core of this role. Some of the main functions and responsibilities of this role include:

- Driving vehicles up to 3.5 tonne
- Punctual delivery of dairy and dairy related products to semi retail and retail customers
- Intensive multi-drop rounds
- Completing stock rotations
- Covering holiday and sickness periods
- Loading and unloading of Company vehicles
- Cash collections and account balancing
- Operating electronic handheld units for ordering and invoicing purposes
- Taking customer orders and building solid customer relations
- Selling and promoting dairy products to maintain, promote and increase new and existing rounds
- Providing excellent customer service
- Taking responsibility for a clean and presentable vehicle at all times
- Undertaking any other duties considered essential for the effective operation of the Depot

**The Hours:** Permanent, full time hours over six days per week, including bank holidays. The hours of work average 48 hours per week, working unsociable hours. For example, rounds can leave the Shrewsbury Depot at 2am and return at 10am.

### **The Requirements:**

#### **Essential:**

- Strong organisational skills with professional and clear communications skills
- Ability to be flexible to changing situations
- Experience of delivering excellent customer service and building good customer relationships
- Positive attitude possessing high levels of commitment, motivation and flexibility
- Have an eye for detail to ensure accuracy and precision
- Good time keeping skills
- Comfortable with early morning starts
- Ability to work on own initiative
- Clean UK driving licence Cat B or above.
- Ability to walk some distances and cope with the physical demands of the role

#### **Desirable:**

- Experience of the dairy industry or similar delivery, retail business
- Experience of electronic handheld units (although full training will be given)

## **The Benefits:**

We are committed to training and giving you the skills and abilities to carry out your role, providing progression and opportunities, allowing you to build a long term relationship with the Company. In addition to this, we offer:

- Competitive salary, enhanced by a driving bonus
- 32 days holiday inclusive of Bank Holidays
- Group Personal Pension Scheme – 4% Employer contribution
- Online employee benefits platform
- Refer a Friend Scheme – potentially receive £250
- Employee shop – discounted products and potential free delivery
- Free car parking
- Cycle to Work Scheme

Please visit the Careers page at [www.cotteswold-dairy.co.uk](http://www.cotteswold-dairy.co.uk), to download an application form or email an up-to-date CV to [hr@cotteswold-dairy.co.uk](mailto:hr@cotteswold-dairy.co.uk) or post to: HR Department, Cotteswold Dairy Industrial Estate, Dairy Way, Northway Lane, Tewkesbury, GL20 8JE

*On receipt of your application, we will collect your name, contact details and other relevant information for recruitment purposes. The information you provide will help us determine your suitability for any vacancy we have. We understand how sensitive this information is which is why we are committed to safeguarding any data we do collect.*