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## DRIVER POSITION

### I. Wages and Hours

- A. Starting pay is \$.30 per mile plus \$5.00 per stop. This averages \$9.00 - \$12.00 per hour depending on the length of the trip and the amount of time that you take at each drop.
- B. Hours will vary during the seasons.
- C. Since the government designates us as agricultural work, overtime (time and a half) is only paid on hours worked the 7<sup>th</sup> consecutive day.
- D. There are no preset break periods. You may take restroom or drink breaks as necessary. In order to be paid for a lunch break, you will need to get your food and keep driving in order to ensure that the trucks are back for next day's deliveries.
- E. The work week runs from Monday through Sunday. Pay checks are distributed every Wednesday at 5:00 pm.

### II. Major Duties

- A. Drive to destinations and unload carts of plants from truck.
- B. Assist in unloading plants from carts at location (when necessary).
- C. Maintain a current log book when provided.
- D. Complete paperwork accurately.
- E. Obtain a signature and store stamp (when applicable) on each invoice or bill of lading from the person receiving the merchandise. Verify and note any discrepancies.
- F. Provide an original store receipt for all expenditures.
- G. Inspect truck (oil, lights, tires, etc.). Notify the office of any problems, as soon as possible.
- H. Fill truck with fuel before parking the truck and leaving for the day.

### III. Time Off

- A. If you are unable to drive on a particular day (doctor's appt, etc.), report it to Jim Means, manager, and then to the office as soon as you become aware of your obligation.
- B. If you are sick, you must call Jim Means or the office as soon as you realize that you will be unable to drive.
- C. Holidays are paid according to our holiday policy.

### IV. Work Conditions

- A. Pulling and pushing is necessary to move the plants on carts.

### V. Requirements

- A. Provide a current medical examiners certificate (DOT Physical) as required by state law.
- B. Proper dress and neat physical appearance is required.
- C. If you resign your position, before receiving your last paycheck, you must report to the office to fill out a resignation form.
- D. You must have a working cell phone with you at all times.