

Truck Driver Job Description

1. Job Brief (About the Role)

{{Company Name}} is hiring a {{CDL Class A / B}} Truck Driver to move freight on {{regional / local}} routes out of {{terminal location}}. This role reports to the {{Dispatch / Fleet Manager}} and keeps our delivery commitments on time and in compliance.

Three or four sentences: the team, who the role reports to, and why this position exists. Skip generic openers like "We are looking for..."

2. Responsibilities

- Complete DOT pre-trip and post-trip inspections and keep ELD hours-of-service logs current
- Run assigned {{regional / local}} routes safely and on schedule
- Load, secure, and unload freight; verify counts against the bill of lading
- Operate within FMCSA hours-of-service rules and report violations
- Communicate delays, breakdowns, and exceptions to dispatch promptly
- Maintain the tractor and trailer; report defects through {{maintenance system}}
- Represent the company professionally with customers at each stop

Eight to twelve bullets, each starting with a verb. Keep them specific to the day-to-day work, not aspirational filler.

3. Requirements & Skills

- Valid {{CDL Class A / B}} with a clean Motor Vehicle Record
- {{X}}+ years of verifiable commercial driving experience
- Current DOT medical card and ability to pass DOT drug screening
- Working knowledge of ELD devices and hours-of-service rules
- Able to lift up to {{50}} lbs and handle freight as required

List the must-haves: experience, licenses or certifications, the systems and tools used, and any physical or shift realities.

4. Nice-to-Have

- Hazmat or tanker endorsement
- Experience with {{refrigerated / flatbed}} freight

Two to four genuinely optional items. Keep them strictly separate from Requirements so they don't deter good applicants.

5. Compensation & Benefits

Pay range	{{Salary Range}}
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Enter a pay range from local market data — do not leave it blank. Pay transparency improves applicant quality and is now required in many states.

6. Schedule & Work Environment

- {{Home daily / home weekly}}; {{day / night}} dispatch
- {{Regional / OTR}} routes averaging {{X}} miles per week
- Physical loading and long periods of seated driving

Be honest about shifts, weekends, overtime, and the physical environment. Realistic expectations reduce early turnover.

7. How to Apply

To apply, {{application instructions — e.g., send a resume and short cover note to careers@company.com}}.

{{Company Name}} is an equal opportunity employer. We celebrate diversity and are committed to an inclusive workplace. We do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other characteristic protected by law.