

GROW WITH US!

PROSHRED® is a service-driven information destruction company dedicated to on-site paper shredding (one of the most secure, convenient and cost-effective methods for destroying and recycling confidential documents and materials). We are currently hiring a Route Driver/Customer Service Professional. An ideal candidate for this role should have:

- CDL "B" license, with airbrake endorsement
 - Ability to lift 50 pounds, and cart wheeled-bins of 300 pounds
 - Positive attitude and high energy level (should be self-motivated & flexible)
 - Ability to work early morning hours and long days
 - Good knowledge of roads and routes in the market area
- All candidates MUST have a driver's license and a good record on that license.

Job Responsibilities-

- Provide on-time service to all accounts (daily service routes and scheduled purges).
- Shred all customer documents in a secure manner (as per company policy and procedure).
- Adhere to PROSHRED®, NAID, and ISO policies and procedures
- Strictly maintain all company procedures for proper image, attire, and decorum, both inside and out of the customers' facilities.
- Complete paperwork neatly, correctly and accurately at each stop.
- Promote positive customer service to maintain and secure business.
- Deal with customer concerns and complaints in a professional and courteous manner.
- Deliver and install new containers in customer facilities, as required.
- Immediately repair containers on site, if required.
- Communicate with SOC on a regular basis to report daily progress.
- Provide end-of-day paperwork in a complete and organized fashion, as per company procedure.
- Complete a daily safety check of the shredding vehicle and equipment, and report any deficiencies immediately.
- Make minor repairs to the shredding track and equipment, as necessary.
- Participate in weekly/monthly meetings.

Company Benefits:

- Competitive Pay.
- Full Medical and Dental Insurance
- Short and Long Term Disability Insurance
- 401K Plans

Job Type: Full-time

Starting Salary: \$17.00 to \$20.00