

JOB DESCRIPTION

Wagon Driver (HIAB)

As a Wagon Driver, you'll play a key role in keeping our operations running smoothly through the safe, efficient operation and day-to-day care of your assigned vehicle.

Reporting directly to the Plant & Transport Manager, you'll be trusted to manage deliveries, movements, and vehicle standards across site with professionalism and attention to detail.

Key Responsibilities include (but are not limited to):

- Ensuring all plant and materials are accurately signed for on delivery, using the correct order references where required
- Safely transporting plant, materials, and containers across site locations
- Carrying out daily vehicle inspections to maintain safety and compliance standards
- Managing the maintenance, organisation, and storage of returned materials
- Supporting the upkeep of a clean, safe, and well-organised yard environment
- Using company vans to complete additional deliveries and collections as needed

This is a hands-on role suited to someone who takes pride in maintaining high safety standards, works proactively, and enjoys being an integral part of a busy operational team.

Our Core Values

At Meldrum, we place real importance on recruiting the right person for the right role. Our Core Values govern the culture and behaviours we expect all of our employees to personify.



Integrity

Being honest and having strong consistent moral and ethical standards combined with mutually beneficial colleague relationships in order to drive positive behaviour and culture. Respect and trusting in each other's ability to do our job well, being accountable for our own actions and therefore being part of a successful team.



Pride & passion

Placing a high importance on the value of the positive contribution each of us makes to the Organisation and the strength of commitment to do so.



Quality

Providing a level of service in line with our Quality, Environment Management Safety System (QEMS) and Best Practice.



Innovation

New methods of working which drives efficient behaviours and Continuous Improvement.



Continuous Improvement

You will play an active role in supporting the ongoing success and development of both the business and the Plant & Transport Department. By maintaining the highest professional standards, you will help drive continuous improvement in the quality of service delivered to our Clients.

This will include:

- Proactively identifying operational challenges and putting forward practical solutions
- Ensuring Company QEMS procedures are consistently followed in relation to deliveries and collections, while contributing ideas for their ongoing improvement
- Promoting a strong team-working culture within your department and across the wider business, both internally and externally
- Maintaining a thorough understanding of, and full compliance with, all QEMS requirements

General Requirements

You will be expected to uphold strict confidentiality at all times in relation to the Company and its Clients, while working safely and efficiently in line with your training, the Company Safety Policy, and HSE guidelines.

Strong interpersonal skills are essential, along with the ability to communicate clearly and professionally with Clients and colleagues, both verbally and in writing. You will also be expected to maintain a professional standard of dress and personal presentation at all times.

The role requires a proactive and self-motivated approach, with the ability to work independently, prioritise tasks effectively, meet deadlines, and maintain a high level of accuracy and attention to detail. A flexible, positive, and conscientious attitude will be key to your success.

Following induction, you should demonstrate a clear understanding of the Company's structure, values, procedures, and QEMS. You must also notify your Line Manager immediately of any visits to site by external agencies such as the Health & Safety Executive or Environmental Health Officers.

Please note that the duties outlined above are not exhaustive and may be amended to meet the evolving needs of the department and the business.

Signed:.....
Managing Director

Date:.....

Signed:.....
Employee

Date:.....



PERSON SPECIFICATION

Wagon Driver (HIAB)

Essential:

- Valid Driver CPC Card
- Class 2 (Category C) Driving Licence
- Digital Tachograph Card
- HIAB Certification
- Proven HIAB operating experience
- Strong interpersonal and communication skills
- Harness Inspection Awareness
- Strong commitment to safe working practices
- Ability to work independently and use initiative
- Reliable, organised, and detail-oriented approach

Desirable:

- Additional relevant plant or lifting certifications
- Previous experience within the construction or utilities sector
- Additional health & safety training
- Familiarity with site-based delivery environments