



## CDL Driver (Class A or B)

Department: Delivery / Logistics

Reports to: Store Manager

Full-Time | Non-Exempt

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### About Koopman Lumber

Koopman Lumber is a family-owned building materials supplier founded in Massachusetts in 1939. Lumber and building materials are at the core of what we do, supported by a strong network of lumber, hardware, and paint stores across Massachusetts and Connecticut.

Led by third-generation owners and supported by the next generation, the company continues a tradition of hands-on leadership and long-term stewardship. We take pride in our history and remain focused on what matters most—serving our customers, supporting our employees, and operating with a commitment to safety, efficiency, and teamwork.

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### Position Summary

The CDL Driver (Class A or B) plays a critical role in delivering building materials safely, accurately, and on time to customer job sites. Drivers represent Koopman Lumber in the field and are responsible for maintaining a high level of professionalism while ensuring deliveries are completed efficiently and safely.

This is a hands-on position that includes loading, securing, delivering, and handling returns while working closely with dispatch, yard teams, and sales staff.

Success in this role directly impacts delivery performance, customer satisfaction, and overall operational efficiency.

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### Essential Functions

#### Delivery Operations

- Safely operate Class A or Class B vehicles including flatbed, curtain-side trucks, boom trucks, and tractor trailers as required
- Deliver lumber, building materials, and millwork products to residential and commercial job sites
- Plan and execute deliveries efficiently while maintaining schedules
- Communicate with dispatch regarding route updates, delays, or jobsite conditions

#### Material Handling & Equipment Operation

- Load and unload materials using forklifts, Moffett, and manual handling
- Secure loads properly to ensure safe transport
- Handle materials carefully to prevent damage
- Assist with staging or yard support when needed



### Documentation & Technology

- Complete delivery paperwork accurately and obtain customer signatures
- Document deliveries using company devices, including delivery photos
- Utilize GPS systems and mobile applications for routing and tracking
- Operate vehicles equipped with camera systems in accordance with company policies

### Inspection & Compliance

- Perform pre-trip and post-trip vehicle inspections
- Maintain DOT compliance, logs, and safety standards
- Ensure all safety equipment is present and functioning properly
- Report mechanical or safety concerns promptly

### Customer Interaction & Communication

- Represent Koopman Lumber professionally at all customer job sites
- Assist with problem-solving when delivery challenges arise
- Work collaboratively with yard staff, dispatch, and sales teams

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### Success in This Role

- Deliveries are completed safely, accurately, and on time
- Materials are handled with minimal damage or loss
- Vehicles and equipment are maintained in safe working condition
- Delivery documentation is completed accurately and consistently
- Customers receive professional, reliable service on every delivery

### Qualifications

#### Required

- Valid CDL Class A or Class B License
- Valid DOT Medical Card
- Ability to lift and move materials up to 75 lbs regularly
- Strong commitment to safety and compliance
- Reliable transportation and consistent attendance

#### Preferred

- 1C Hoisting License
- Experience delivering lumber, building materials, or millwork products
- Experience operating flatbed, curtain-side trucks, tractor trailers, and Moffett equipment
- Familiarity with job site deliveries and customer interaction



### Physical Demands and Work Environment

This role requires frequent standing, bending, lifting, climbing, and handling materials up to 75 pounds. Drivers must be able to safely operate trucks and material handling equipment throughout the day.

Work is performed in outdoor yard and job site environments with exposure to varying weather conditions. The role is physically demanding and typically involves early morning start times.

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### Benefits and Growth Opportunities

- Health, dental, and vision insurance (eligibility based on plan guidelines)
- 401(k) with company match
- Paid time off in accordance with company policy
- Employee discount on lumber, hardware, paint, and related products
- Ongoing training and development opportunities
- Opportunities for advancement into Lead Driver, Dispatch, or Operations roles

Koopman Lumber is an equal opportunity employer. We are committed to building a diverse and inclusive workplace.