



SIG SAUER, Inc. is a leading provider and manufacturer of firearms, electro-optics, ammunition, airguns, suppressors, remote controlled weapons stations, and training. For over 250 years SIG SAUER, Inc. has evolved, and thrived, by blending American ingenuity, German engineering, and Swiss precision. Today, SIG SAUER is synonymous with industry-leading quality and innovation which has made it the brand of choice amongst the U.S. Military, the global defense community, law enforcement, competitive shooters, hunters, and responsible citizens. Additionally, SIG SAUER is the premier provider of elite firearms instruction and tactical training at the SIG SAUER Academy. Headquartered in Newington, New Hampshire, SIG SAUER employs people across various U.S. locations, and global facilities across multiple regions. SIG SAUER is certified a **Great Place to Work™**. For more information about the company and product line visit: www.sigsauer.com.

Job Title: Driver II
Department: Supply Chain

Position Summary: The Driver II is responsible for documenting, loading, unloading, delivering, and driving between SIG SAUER sites and off-site suppliers, while following all U.S, State, and company regulations and policies. This role will also be responsible for performing transactions in Oracle, picking parts, and various tasks within the Logistics department between facilities. The Driver II role typically requires 5+ years of experience as a Driver and will work both independently and in a team environment with internal team members, Leads, Supervisors, Managers, internal customers, Buyers, delivery drivers, and Suppliers.

FLSA: Non-exempt

Job Duties and Responsibilities:

- Load and unload product for delivery ensuring product is not damaged.
- Operate vehicles in accordance with local, state, and federal transportation regulations.
- Inspect and maintain vehicle and vehicle records in accordance with company standards.
- Assist in the cleanliness of the work area and general duties when not driving.
- Ensure vehicle is properly fueled and ready to go for all shifts and ensure material is delivered to correct location at correct time.
- Verify and keep organized records of internal shipments via a documented truck log.
- Prepare items for shipment by verifying labels to ensure correct delivery to location.
- Wrap and bind containers using pallet wrapping machine and strapping equipment.
- Ensure truck weight is evenly balanced, product is properly secured, and within regulation.
- Ensure correct parts are picked for each delivery.
- Perform transactions within Oracle.

- Responsible for training level I Drivers.
- Consistently support all Logistics sub-departments based on business needs.
- Communicate effectively to supervision regarding problems. Able to offer solutions to common problems. Demonstrate critical-thinking skills and good judgement.
- Engage in and actively volunteer for Continuous Improvement projects and tasks.
- Participate in 5S workplace organizational activities and maintain the area in good working order through sustainment activities.
- Must follow all required Safety and ISO procedures.
- Regular on-site attendance and punctuality are a necessary function of this position.
- May be required to work in other functional areas and/or facilities depending on business needs.
- May be required to work overtime or alternate shifts based on business needs.
- Miscellaneous duties as assigned.

Education/Experience & Skills:

- High school diploma or equivalent required, related experience and/or training, or an equivalent combination of education and experience and 5+ years of previous experience as a Driver required.
 - Firearms Division: 5+ years of experience driving a box truck required.
 - Ammo Division: 5+ years of experience driving a tractor trailer required.
- Ability to pass DOT driver's physical and PIT licensing. Possess a valid driver's license and good driving record.
- Ammo Division only: Possess and maintain current Class A Commercial Driver's License (CDL), HAZMAT endorsement, and PIT licensing. Ability to pass Forklift safety exam and drivers certification.
- Knowledge of material moving equipment such as pallet jacks, dollies, etc.
- Knowledge of forklifts and reach trucks is a plus.
- Able to operate a box truck, understand the truck and PIT pre-trip inspections.
- Knowledgeable of SIG facility locations allowing delivery and pickup.
- Microsoft Office (Outlook) and Oracle required.
- Demonstrate critical-thinking skills and good judgement.
- Must be able to clearly, concisely, and accurately convey ideas and information to others, in English, both verbally and in written form.
- Operate independently at a high level to identify and complete in a timely manner all required tasks as directed by business unit needs. Require no supervision and/or little direction to determine what tasks are necessary and does not waste time or neglect tasks.

Working Conditions:

- Regularly perform repetitive tasks.
- Work is primarily standing (90 + % of the shift) except for lunch and break periods.
- Shifts are 8 hours, 10 hours, and 12 hours.



- The duties of this job normally require exposure to a typical manufacturing environment. Frequent standing, sitting, stooping, squatting, walking, and stair climbing can be expected along with frequent lifting and/or moving of tooling, parts containers, and materials up to 40 pounds.
- Must be able to reach with hands and arms, bend and kneel frequently at a minimum of 50% of the shift, as well as undergo repetitive wrist, hand, elbow, shoulder, and ankle motions.
- Must demonstrate proficient fine motor skills, ability to grip, reach, pull, turn, and use tools to torque fixtures in various machinery or in the assembly, machining, or testing of parts.
- Specific vision abilities required may include close vision, distance vision, peripheral and depth perception, and the ability to focus on fine print.
- Must wear required Personal Protective Equipment (PPE) where required.
- Must comply with all work exposure EH&S training requirements and adhere to SIG SAUER Inc. security mandates.

SIG SAUER, Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard without regard to race, color, religion, sex, national origin, disability, protected veteran status, or other characteristics protected by law.

REVISION	DATE	COMPLETED BY	REASON
00	12/18/2024	Jada Ward	Initial release
01	03/12/2025	Jillian Kerkhoff	Updated Header & EEO
02	07/21/2026	Paige Arsenault	Updated Job Duties

