



## Title: Furniture and Appliance Delivery Associate

### Job Role & Summary

Hambly's BrandSource Home Furnishings is actively seeking a full-time reliable Furniture and Appliance Delivery Associate based in Charlottetown who is focused on superior customer satisfaction and transporting the customers purchased items in a safe, timely manner while adhering to assigned routes and time schedules. The Delivery Associate will work as part of the delivery team in order to ensure that the items are complete, packed correctly, and safely delivered to the correct client with no damages. The furniture and appliance delivery associate is responsible for the safety of the pieces of furniture and appliances in the delivery process, from the warehouse to inside the customer's home.

To succeed as a Delivery Associate, the successful candidate must be polite and prompt with a commitment to providing our clients with an excellent delivery experience. You should be thorough in ensuring orders are properly fulfilled, committed to work safety, and passionate about satisfying the client's needs.

### Responsibilities

- Transports pieces of furniture and appliances from the warehouse or the furniture store to the client's house or office.
- Ensures the safety of the delivered items.
- Checks the pieces of furniture before and after the delivery transportation.
- Assists in loading and unloading the pieces of furniture.
- May have to assemble furniture before or during delivery
- Plans the delivery route to make sure that the pieces of furniture are transported on time.
- Transports old furniture away from the customer's building as required.
- Manages own time to ensure enough deliveries are transported every day according to the company schedule.
- Verifies customer identity and documents delivery status/confirmation
- Helps in installing furniture and appliances if necessary.
- Maintains an accurate record of delivery expenses like gas, equipment, and others.

### Skills

- Exemplary driving ability in any environmental instance.
- Capable of lifting pieces of furniture up to 110 pounds.

- In-depth understanding of road maps, routes, and directions.
- Profound knowledge of all driving laws and regulations.
- Excellent communication skills.
- Outstanding strategic and problem-solving skills.
- Capable of working under strict schedules.
- Capable of working independently or with a group.
- Excellent multitasking and time-management skills.
- Capable of working with no supervision.

### **Qualifications**

- A high school diploma or equivalent
- A valid driver's license issued in Prince Edward Island
- At least three years of driving experience.
- Clean driving record.
- Special licenses may be required to operate certain vehicles.
- Willingness to adhere to assigned routes, schedules, safety procedures, and transportation laws.
- Strong time management and customer service skills.
- Ability to walk, drive, and lift and carry heavy items for extended periods.
- Attention to detail.
- Previous furniture and appliance delivery would be considered an asset

### **Hours of Work & Schedule:**

Monday thru Friday between the hours of 8:30 AM – 5 PM. Exact shift start, and end times will be based on the delivery schedule.

Salary: Commensurate with Experience

### **What We Offer**

We provide a motivating, collaborative, friendly, and all-inclusive working environment that is clean, spacious, and inspires our employees to strive for excellence and innovation.

We thank all applicants for their interest in employment opportunities with Hamby's BrandSource Home Furnishing. Please note this position is only open to candidates who reside in Prince Edward Island and have current legal authorization to work in Canada.

Visit our website at [www.hamblysbrandsource.ca](http://www.hamblysbrandsource.ca) Hamby's BrandSource Home Furnishings is located at 86 Kensington Road, Charlottetown, PEI C1A 5J4 Tel: 902-566-1156