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ROUTE DRIVER

Drives vehicle over established route to deliver and sell products or render services, per the predetermined schedule, and collects money from customers or charges to an account.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Drives vehicle to deliver such items as fire extinguishers, smoke detectors, signs, and various life safety items to customers and/or place of business.
- Plays an active role in learning the contents of NFPA 10, Standard for Portable Fire Extinguishers, to a level necessary to pass a portable fire extinguisher technician certification exam.
- Repairs, tests, and fills fire extinguishers in establishments such as factories, homes, garages, and office buildings.
- Dismantles fire extinguishers and examine tubings, horns, head gaskets, neck "O" rings, check stems, and other parts for defects or wear.
- Replaces worn or damaged parts.
- Cleans fire extinguishers and recharges them with materials such as nitrogen, water, CO₂, dry chemical, or patented solutions.
- Tests fire extinguishers for conformity with legal specifications.
- Installs fire extinguisher cabinets and brackets.
- Sells fire extinguishers and associated items.
- Receives payment by cash or check, charges to an approved house account, processes credit card payments, and obtains credit authorization.
- Prepares quotes, sales orders, specifications, order forms, contracts, and invoices.
- Performs necessary follow up on quotations, bids, and orders. This is to be done in a proactive manner to insure customer satisfaction.

- Prepare and perform sales forecast analysis via Goldmine contact management system.
- Records sales, inspections, and delivery information on the Goldmine database.
- Performs cold calls on prospective customers to solicit new business and furnishes copy of lead sheet to manager.
- Plays an active role in growing the United Fire business and assigned route territory through solicitation of new customers and works to exceed the minimum sales goal on a daily basis.
- Informs existing customers of new products and services.
- Listens to and resolves customer complaints regarding products or service,
- Installs product in customer's facility.
- Sets up merchandise and sales promotion displays and issues sales promotion materials to customers when performing fire extinguisher demonstrations or displaying at trade shows.
- Collects empty containers and rejected or unsold merchandise from customers.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee is occasionally required to sit. The employee must regularly lift and/or move up to twenty five pounds, frequently lift and/or move up to fifty pounds, and occasionally lift and/or move up to one hundred pounds.

A valid Arizona Driver License is required along with a clean driving record. All candidates must pass a Drug Test and also a Background Check is mandatory.

No Phone Calls Please