

Full-Time and Part-Time Courier Positions Available

POSITION TITLE:

Full-Time and Part-Time Courier

Hours to be Determined

Position Reports to:

Courier Department Manager

EDUCATION & EXPERIENCE REQUIREMENTS:**Minimum Required:**

- **Demonstrated record of being an excellent driver.**
- Current valid Louisiana driver's license.
- **Must be a minimum of 24 years of age.**
- High school graduation or GED equivalency required.
- Good physical stamina and be able to lift 20lbs to 75lbs.
- Thorough knowledge of roadways and highways in the geographical area.

RESPONSIBILITIES and QUALIFICATIONS:

This courier MUST have excellent customer service skills. Understanding that the courier position is a vital component of customer service, couriers serve as PGL delegates with customers, and are therefore required to project a positive and cooperative demeanor in working with and around clients personally and on client properties.

Under direct supervision, provides pick-up and delivery service for various customers. Maintains and completes appropriate logs and records, and performs various routine delivery functions as specifically instructed.

Detail oriented. This position requires accurately verifying patient and specimen correlation. Must possess excellent verbal communications skills and be able to work well with all others. Must be a team player, maintain a cooperative attitude, and support on-going changes to the route in a professional manner. A company car will be provided for the route.