



POSITION DESCRIPTION

POSITION TITLE: Road Crew

REPORTS TO: Branch and/or Logistics Manager

LOCATION: Armaguard Branch as advised

POSITION OVERVIEW

To deliver and collect all cash and coin as directed.

JOB DETAILS

- Transportation of all cash and coin to and from client's premises
- ATM servicing
- A high level of commitment to service excellence in the delivery of products and services to client's
- Checking, verifying and documenting all cash and coin collected according to the run sheet provided
- Responsible for providing accurate and relevant information to Despatch Co-ordinator / Supervisor
- Performing physically demanding manual handling tasks whilst maintaining correct manual handling procedures, according to training
- Assisting in "On The Job Training" for all new employees
- Adhering to strict security and operational procedures and rules (eg. branch operations manual, security procedures)
- All other duties as directed within the scope of employee skill level and training.

OTHER DUTIES – but not limited to:

- Non-armoured collections and deliveries.
- Telstra collections and servicing.
- Cash processing