

Pizza Delivery Driver Job Description

Duties and Responsibilities:

- Organize pizzas to be delivered to customers and restock empty pizza packs
- Safely deliver pizza to customers
- Collect payment from customers in cash or facilitate payment via electronic cards
- Obtain customers' signature after each delivery
- Keep a record of all transactions – the name of the customer, delivery address, and amount paid and so on
- Help the restaurant in distributing product's promotional materials during delivery
- Maintain constant communication with the office
- Always dress neatly and maintain a good level of hygiene
- Always greet each customer with a smile
- Assist other employees in doing their tasks when not working
- Obey all traffic and safety regulations
- Ensure the delivery van is always maintained.

Pizza Delivery Driver Requirements – Skills, Knowledge, and Abilities

- The first and most important quality expected of a pizza delivery driver is exceptional excellent driving skill. If he/she has been a driver, a careful examination of his/her driving record will be checked by prospective employers to ensure that he/she has clean driving history before he/she is hired
- In addition to being an expert driver, he/she must be familiar with the routes within the state or city in which he/she is to operate. He/she must have expansive knowledge of road signs and traffic regulations in the city he/she operates

- A pizza delivery driver is also expected to be an excellent communicator with good customer relationship skills. He/she must at all times communicate politely with customers and co-employees
- He/she must have the stamina and endurance to sit and drive for a long period of time
- He/she must be a team player as he/she is expected to help other employees whenever he/she is not carrying out delivery assignments
- He/she must be honest and trust worthy because he/she is expected to handle finance after each delivery. A pizza delivery driver is not just a driver; he/she is also a sales person and cashier of sort
- Strong numerical ability is also imperative as he/she would be handling money and recording deliveries
- The job involves doing lots of thing simultaneously. So, the delivery driver is expected to be able to multitask. To do this effectively, he/she must be energetic.