



Warehouse / Delivery Driver (Omaha, NE)

Job Title: Warehouse / Delivery Driver **Location:** Omaha, NE 68127 (In person) **Job Type:** Full-time (Monday - Friday, 8:00 AM - 5:00 PM) **Pay:** \$18.00 - \$20.00 per hour

About Bishop Business With over 70 years in operation, Bishop Business is a highly respected, family-owned and operated dealership. We are a premier office equipment company providing copiers, printers, and software solutions with five growing locations across Omaha, Lincoln, Norfolk, Grand Island, and Lawrence, KS. We have a great reputation for providing exceptional service, and we hire individuals who model our standards and values.

The Role Do you enjoy physical work rather than sitting behind a desk? We are hiring a Warehouse / Delivery Driver to support our Warehouse, Set-up, and Delivery departments in our Omaha location. If you are looking for a stable company, where you can build a long-term career, this is the opportunity for you! Prior warehouse and driving experience is preferred, but if you have the physical ability, a positive attitude, and a strong work ethic, we will provide the industry-specific training to make you successful.

A Day in the Life

- **Set-Up Assembly:** Unbox copiers and printers and perform minor assembly on machines for the Set-up department.
- **Warehouse Upkeep:** Keep the warehouse orderly and free of trash, emptying the trash daily for the warehouse, set-up, parts, and toner areas. Note: Much of this time will be spent in a warehouse with a fan, but no air conditioning.
- **Independent Deliveries:** Independently drive the company van to pick up, move, or drop off copiers and printers.
- **Team Installations:** Assist the delivery team during major account installs, when navigating stairs, or when installing large machines.

- **Green Toner Program:** Assist with our Green Toner program by upcycling and managing our green toner inventory.
- **Data Security:** Clear the hard drives on machines that are being sent back to the leasing company.

Qualifications

- Must have a High School diploma or GED.
- Must possess a valid driver's license and a clean driving record (no moving violations, DUI, driving on a suspended license or insurance violations).
- Must be able to pass a pre-employment drug screen and a criminal background check.
- Must be able to handle the physical demands of the role, including lifting 50 lbs. or more, bending, pulling, and extensive walking and standing.
- Must maintain a professional and well-groomed appearance, as you will be the face of our company during deliveries.
- Must possess excellent customer service and time management skills, along with a positive, can-do attitude.
- Must be a driven individual with a strong work ethic who can take direction, work independently, and pitch in to help where needed.

Comprehensive Benefits Package

- Competitive Wage
- 401(k) Retirement Plan with 4% Company Contributions
- Health and Dental Insurance
- Paid Life and AD&D Coverage for the Employee, Spouse, and Children
- Paid Time Off and Paid Holidays
- Short-Term Disability, Long-Term Disability, and Flexible Spending Account (FSA) options
- A fun, casual atmosphere!