



Date: 1/12/26

Energy Department Fuel Transport Driver

Department: Energy

Reports To: Energy Manager

Location: Cologne, MN / Multi-County Service Area

Position Summary

The Fuel Transport Driver plays a key role in safely delivering petroleum products to residential, agricultural, and commercial customers across several Minnesota counties. This position supports Mid-County Coop's commitment to dependable service, community values, and customer satisfaction. The role requires strong attention to safety, professionalism, and customer service.

Required Qualifications

- Minnesota Class A CDL with HazMat and Tanker endorsements
- Acceptable driving record meeting insurance requirements
- Ability to pass a criminal background check
- Ability to pass a drug test and comply with company drug policy
- Willingness to attend all required safety and training programs
- Strong problem-solving skills
- Positive, professional attitude
- Ability to complete reports and work orders neatly and legibly
- Willingness to work extended hours during peak seasons (including 7 days/week when required)
- Willingness to assist in other cooperative departments as needed
- Ability to climb ladders
- Ability to lift up to 70 lbs.

Work Hours & Schedule

- Typically 40–60 hours per week
- Saturdays as needed
- On-call 7 days per week during spring and fall peak seasons
- Participation in the Energy Department on-call rotation

Benefits:

- All benefits are subject to change and may include:

- Health, dental, and vision insurance
- Paid time off and holidays
- Retirement plan with employer match
- Uniforms and safety equipment provided
- Employee discount programs
- Additional benefits as applicable

General Expectations of All Employees

Mid-County Coop employees are expected to uphold cooperative values and provide exceptional service to members and patrons. Expectations include:

- Delivering excellent customer service
- Supporting cooperative policies and procedures
- Maintaining positive working relationships
- Keeping work areas clean, safe, and organized
- Representing the cooperative professionally in the community
- Using time productively and reporting injuries promptly
- Maintaining punctuality and reliability

Essential Duties & Responsibilities

- Maintain a clean uniform and professional appearance.
- Provide friendly, helpful service to all customers.
- Accurately invoice all products at the time of delivery.
- Notify the Energy Manager of competitive pricing or market changes.
- Identify and contact potential new customers.
- Build customer loyalty through dependable service and professionalism.
- Follow all pricing policies and consult management before offering any non-standard discounts.
- Stay informed on daily fuel prices and invoice customers accordingly.
- Schedule deliveries with minimal supervision.
- Plan routes and workloads to minimize overtime.
- Maintain knowledge of petroleum products and operating procedures.
- Submit all invoices, payments, and Daily Trip Reports each day.
- Ensure all required information is completed on Daily Trip Reports.
- Verify customer account numbers on all invoices.
- File incoming invoices and bills of lading properly.
- Complete or schedule equipment repairs as needed.
- Keep equipment, facilities, and work areas clean and organized.
- Report major maintenance needs to the Energy Manager.
- Participate in housekeeping duties to maintain a safe work environment.
- Follow all manufacturer and company maintenance schedules.
- Operate all equipment safely and professionally.
- Follow manufacturer recommendations for all equipment operation.
- Operate equipment safely on customer property at all times.
- Report customer concerns immediately to the Supervisor.
- Stay informed on available products and services.

- Maintain knowledge of all Mid-County Coop offerings.
- Attend product, merchandising, and cooperative meetings as required.
- Follow the cooperative's credit policy.
- Perform other duties as assigned by the Supervisor.

Acknowledgment

I understand that this job description is not an employment contract and that I agree to perform the duties listed above.

Energy Fuel Transport Driver: _____ Date: _____
Energy Manager: _____ Date: _____

Compensation

Hourly Wage Range: \$25.00 – \$30.00 per hour

This range reflects Mid-County Coop's good-faith estimate of compensation for this role in 2026, dependent on experience, qualifications, and internal equity.