



*Healthier Than Homemade*TM

www.HomeCityIce.com

Great Summer Jobs!

Now recruiting for PRODUCTION positions!

We offer 20 to 40+ hours per week

Located at 3602 W. Washington St. / Indianapolis/ IN

Starting at \$10.00/hour with bonus incentives!

Contact:

Jordan Thompson (Assistant Plant Manager): jthompson@homecityice.com. EXT: 2403

Derek Chiles (Plant Manager): dchiles@homecityice.com. EXT: 2402

Call 317-247-6757. Ask to be transferred to Jordan or Derek, our extension, or apply online to set up an interview!

jobs.homecityice.com

This is a Great Job for Students. We offer up to 40 hours per week in the summer and part time hours in the fall, winter, and spring. We are also located in cities close to most major colleges in the Midwest offering the opportunity to work while you go away to school.



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Great Summer Jobs!

Now recruiting for *DRIVING* positions!

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Our History

We're pretty darn proud of our past. In business since 1893, and owned by the same family for nearly 100 years (1924), we're excited about the thousands of families we have provided a livelihood for and the 100's of thousands of customers we have served over the last century. Our future looks bright, and we like to think we're just getting started.

OUR MISSION

Home City Ice is an industry leading, full service ice company. Our Mission is to continually improve our product and service to meet and exceed our customer's needs which allow us to grow and prosper as a business and provide value for our stakeholders, which are our customers, employees, suppliers and community.

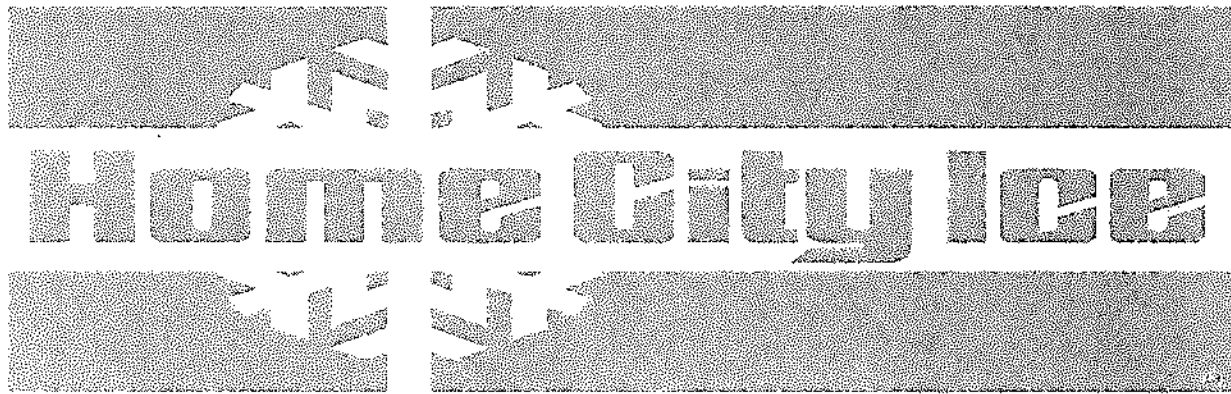
Job Description

Production:

Production employees have the option of working 1st, 2nd, or 3rd shifts. Production employees will work in teams of 2-3 people per shift bagging ice using our bagging machines. The production process is as follows: First, production employees will stack the bags onto a skid encased in a "jig". Second, once a full skid has been produced the employees will transfer the skid from the "jig" to the wrapper using a pallet jack. Finally, after the skid has been wrapped the employee will then place the skid in the freezer to be loaded. 2nd Shift production employees will be expected to load trucks as well as bag. Production employees are also responsible for maintaining a clean and organized work space in the production room and freezers. Pay is structured such that production employees make more money the more skids they produce and load on trucks. Our production employees will earn a \$10/hr rate as well as a set dollar amount per skid made. The difference between what the employee earned from the hourly rate and what they employee earned from the skids they made will be paid out in the form of a bonus! Production employees are required to be available on weekends and have availability to work Memorial Day, July 4th, and Labor Day weekends. Applicants applying for this job need to have good communication skills, teamwork, problem solving, cleanliness, efficiency, and most importantly safety!

Driving:

The driving position is our most sought after position to fill over the summer months. Our drivers are on the front lines delivering ice to convenient stores, gas stations, superstores, special events, etc. It is paramount that our drivers maintain a high level of customer service, cleanliness, and professionalism as they are the face of our company! Drivers are expected to report to work at 7:30am. When drivers report to work they will be given a route, a tablet and handheld to do invoices with, and assigned a truck. **It is mandatory for all drivers to perform a pre-trip inspection on any HCl vehicle before driving it onto the road to ensure it is loaded and safe to drive!** The delivery process is as follows: After the driver has performed the pre-trip inspection they will drive out to the route area assigned to them and deliver ice to all the customers assigned to the route. The driver will be expected to check in with management periodically throughout the day to ensure all customers are getting serviced properly. After the driver has completed the route they are then permitted to come back to the plant and end their day. At the end of the day drivers will review the route and any issues faced while on route that day with management, as well as fill out their "end of day" paperwork. This is a physical job so drivers must be in good shape and capable of working 8-12 hours/day in the hot sun. Drivers are required to be available on weekends and have availability to work Memorial Day, July 4th, and Labor Day weekends. Pay is structured such that drivers make more money the more ice they deliver. Drivers will receive a \$10/hr rate as well as a commission bonus on top of that! Motivated and hard-working drivers can easily make \$18/hr and up after the commission bonus is factored in. Applicants must have a sense of responsibility, problem solving, customer service, efficiency, hard work ethic, and most importantly safety! **Hired applicants will be expected to obtain a CDL (commercial driver's license).**



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“How To Apply”

1. Visit: <https://www.homecityice.com/jobs/>
2. Scroll down until applicant sees “Positions Available” section.
3. Make a selection to learn more about the position interested in. (Example: driver, production, mechanic, box maintenance).
4. After reading through the brief job description and its requirements select “Apply Now”.
5. Fill out the application.
 - Note: Read through the entire application. (Example: the questions, terms and conditions, uniform policy, summer availability expectations, etc).
 - Note: Fill out all boxes and selections on the application. The more complete the application is the more appealing. **Don’t leave blanks.**
 - Note: If a question does not apply to the applicant enter “N/A”, or contact me personally on how to fill out that specific requirement.
6. Double Check everything has been read and filled out on the application. Once completed, scroll to the bottom of the application and click “submit”
7. Wait 24-48 hours to allow Home City Ice to review the application. If Home City Ice does not reach out during that time, then call to check on the status of the application.
 - Note: If at any point the applicant gets stuck or has questions contact Assistant Manager Jordan Thompson (jthompson@homecityice.com) immediately for assistance!

Obtaining a Commercial Driver's License with Home City Ice

Getting Started with Home City

In order to drive for Home City Ice (HCI) in the state of Indiana a driver must have a "for hire endorsement". This is not a commercial license. It is an endorsement on a standard issued license that allows a driver to haul up to a certain amount of weight without having a commercial driver's license (CDL). A for hire endorsement will only allow the employee to haul a half loaded truck as a driver for HCI because of the weight restriction attached to a for hire endorsement. **This must be obtained before driving for HCI.** Obtaining this is a rather simple process. It is a 25 question test taken at the BMV. HCI will provide study material. HCI's goal is to get every driver on its roster a CDL license. This means all its drivers are eligible candidates for this and expected to get a CDL at some point. Because of this expectation, it is highly encouraged that the employee tests for his/her CDL permit immediately after hire and before they start training. Effectively, skipping the process of getting a for hire endorsement and going straight for the CDL.

Obtaining Your CDL B Class Permit

Shortly after getting hired HCI will request that the employee tests for his/her CDL B permit. This process is more challenging than obtaining a for hire endorsement, but well worth the effort. Upon the employee's "In-House training day" HCI will provide the employee with study material to pass the CDL B permit test. This permit will allow the employee to drive a Class B HCI vehicle with a licensed CDL B trainer. It is highly encouraged the employee obtains this permit before they begin their on road training. This will allow the employee to do all their training with a licensed CDL B HCI driver trainer and get them much needed experience behind the wheel of a class B truck.

Obtaining Your CDL B Class License

After the employee has held his/her CDL B permit for 1 week they are eligible to test for their license at a CDL testing facility. This test includes: performing a pre-trip inspection with a CDL testing facility instructor, and an air brake test with the instructor (employee has 30 minutes to complete the pre-trip and air brake portion of this test). If the employee passes this portion they will move onto the next portion of the test. In the next portion the employee will then be tested on maneuverability and an on road driving test with the facilities instructor. Once the employee passes the test they are eligible to go the BMV and have their CDL Class B license issued to them. HCI will provide all study material and pay for all expenses in this process such as the testing facilities testing fee and reimbursement for purchasing the CDL Class B license at the BMV.

You're now a CDL B Class Licensed Driver

Now that the employee has his/her CDL B license they are eligible to run a fully loaded truck as well as drive one of HCI's larger trucks commonly referred to as a "railgate truck". Railgates require a CDL B licensed driver and cannot be driven by someone with a for hire endorsement. There are many advantages to driving a railgate truck. The trucks are larger and can haul more ice which reduces the amount of reloads a driver with a for hire will have to do in a day. The lift gates on a railgate are much larger and stronger than a standard "route truck" and can accommodate a pallet jack. The use of a pallet jack can reduce delivery time up to 50%! Employees obtain a CDL B will receive commission increase on the employees pay as well as additional daily bonuses at specified levels of units delivered that are otherwise not available to those drivers with for hire endorsements! In short obtaining a CDL with HCI is paid for in full, comes with a raise, more bonus incentives, and reduces time on the job!

Jordan D. Thompson
Assistant Manager



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Derek Chiles
Plant Manager/PCCO



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