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JOB DESCRIPTION FOR TRACTOR TRAILER DRIVERS

DRIVER HIRING POLICY AND PROCEDURES:

<Company Name> is proud of our current team of drivers. We know that you are our company representatives in the eyes of our shippers and customers. Therefore our selection process has to be comprehensive and complete when hiring drivers and owner operators. We are committed to hiring the best and most qualified drivers, to help carry out this commitment we have implemented the following driver qualification procedures.



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MINIMUM DRIVER REQUIREMENTS:

1. Must meet all Federal Motor Carrier Safety Regulations
2. Must have valid operators, (chauffeurs) license in state of residence.
 - a. No current license suspensions or revocations.
 - b. Work permits not acceptable.
3. No serious traffic violations in the past 36 months.
 - a. Reckless/Careless driving
 - b. Driving while intoxicated or under influence of drugs
 - c. Hit and Run, leaving the scene of an accident, failure to report an accident.
 - d. Excessive speeding (15 mph or more over posted limit.)
 - e. Following to close
 - f. Rear end accidents
4. No more than 4 moving violations in the past 36 months, nor more than 2 moving violations in the past 12 months.
5. No preventable accidents involving bodily injury, or damage to property in excess of \$4,200 in past 36 months.
6. Must have 2 years experience in the operation of similar commercial equipment.
7. Minimum age 23 years old.



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QUALIFICATION PROCEDURES:

1. Application for employment
2. Copy of valid CDL with appropriate endorsements
3. Request for current Motor Vehicle Record (MVR)
4. Past employment verification
5. Controlled Substance and Alcohol Testing Information Acknowledgement/Consent form
6. Approval by Insurance Carrier

Upon meeting preliminary qualifications drivers will be required to pass:

1. Medical Examiners (Long Form) Physical Exam
2. Driver Performance Evaluation/Road Test
3. DOT Pre-Employment Drug Test

*Applicants who successfully pass the physical examination and road test will be issued a copy of a certificate for each and the original documents will be placed in the drivers qualification file.



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ESSENTIAL JOB FUNCTIONS:

- Driver must be able to operate tractor- trailer with manual transmission to pick up and deliver freight within 48 state region.
- Capable of manually lifting, carrying and adjustment of equipment.
- Provide good communication skills with management, customers, employees and general public.
- Hooking and unhooking trailer from tractor.
- Must be able to read road signs, maps, freight requests and other written documents.
- Complete pre and post trip vehicle inspections.
- Thorough understanding of regulations regarding transportation of freight.
- Capable of driving 11 hours per day and working up to 14 hours per day.
- Able to bend, twist at waist and climb stairs on a regular basis.
- Able to use various hand and foot controls on a regular basis.
- Able to pass physical exam per Federal Motor Carriers safety regulations.
- Fasten chains, binders to secure loads on trailers.
- Assist in the loading and unloading of truck.



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REGULATORY PHYSICAL REQUIREMENTS OF JOB:

In addition to the above referenced company physical requirements, the United States Department of Transportation provides physical requirements for tractor-trailer drivers as follows:

- Has no loss of foot, leg, hand or arm
- Has no impairment of a hand, finger, arm, foot or leg which interferes with the ability to perform normal tasks associated with operating a motor vehicle.
- Has no established medical history or clinical diagnosis of diabetes currently requiring insulin for control.
- Has no current clinical diagnosis of myocardial infarction, angina pectoris, coronary insufficiency, thrombosis, or any other cardiovascular disease of a variety known to be accompanied by syncope, dyspnea, collapse or congestive heart failure. (Heart attack, chest pain, blood clots, heart disease with symptoms of dizziness or fainting)
- Has no current clinical diagnosis of high blood pressure likely to interfere with driver's ability to operate a vehicle safely.
- Has no established medical history or clinical diagnosis of rheumatic, arthritic, orthopedic, muscular, neuromuscular, or vascular disease which interferes with the ability operate a vehicle safely.
- Has no established medical history or clinical diagnosis of epilepsy or any other condition likely cause loss of consciousness or any loss of ability to control a vehicle.
- Has no mental, nervous, organic, or functional disease or psychiatric disorder likely to interfere with the ability to operate a vehicle safely.
- Has monocular and binocular vision equivalent to 20/40 with or without corrective lenses
- Has a field of vision of at least 70 degrees in the horizontal meridian in each eye
- Has the ability to recognize colors of traffic lights
- Able to perceive a forced whisper in the better ear at less than 5 fet with or without use of a hearing aid



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DRIVER ORIENTATION

As a condition of employment all newly hired drivers will be required to successfully participate in and complete a company driver orientation program.

This job description was developed by; *<COMPANY NAME>*

This description is an accurate representation of the requirements for tractor-trailer driver positions. Periodically, this description is revised and updated.

Acknowledgement:

I have read and understand the above job description. I feel as if I am qualified to perform the tractor-trailer driver position with or without reasonable accommodations.

If reasonable accommodations are needed, please list below;

Employee's Signature

Date

Administrator's Signature

Date