

# Driver Hiring Criteria

## AWB Transport Inc

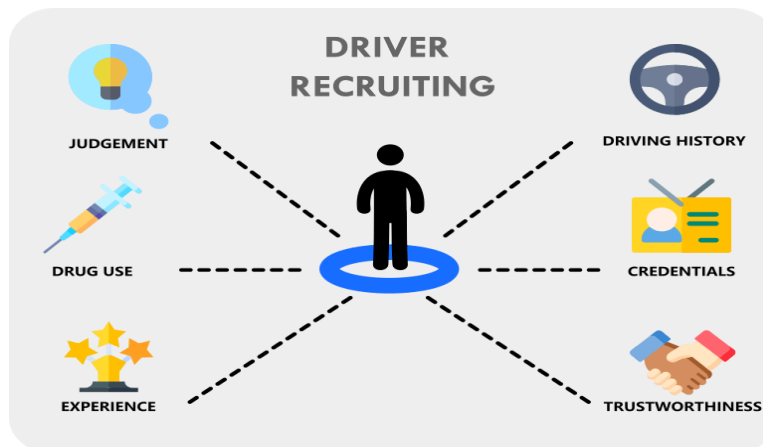
AWB Transport Inc. is committed to maintaining the highest standards of safety and quality. To ensure a reliable and professional workforce, we have established strict guidelines that all drivers— current and prospective—must meet. The following criteria outline the requirements for CDL drivers to operate vehicles for the company.

### 1. Minimum Qualifications

- **Age:** Must be at least 23 years old.
- **Appearance:** Drivers must present themselves in a clean and professional manner at all times.
- **Application:** Complete and accurate application submission is mandatory.

### 2. CDL & Experience Requirements

- **CDL:** Applicants must possess a valid CDL in their state of residence within 30 days of hire.
- **Experience:** A minimum of 2 years of CDL experience is required.
- **Transmission Experience:** Experience with standard transmissions is required where applicable.



### 3. Required Documentation for CDL Drivers

- **Valid CDL:** A legible photocopy of the applicant's valid CDL must be submitted.
- **Employment Application:** A completed, signed, and dated application for employment is needed.
- **MVR:** A Motor Vehicle Record (MVR) from all states where the driver has held an operator's license in the past three years must be provided. This record will be thoroughly evaluated, and drivers with any of the following will not be considered:
  - DUIs

- Felony use of a vehicle
- At-fault accidents
- Two minor violations may be acceptable.

#### 4. Background & Consent Requirements

- **Employment Record Release:** Signed authorization to investigate the applicant's employment history.
- **Drug & Alcohol Testing History:** Signed release to investigate the applicant's drug and alcohol testing results for the past two years.
- **Consent for Drug Testing:** The applicant must provide written consent for drug and alcohol testing.

#### 5. Employment Eligibility & Safety Compliance

- **I-9 Form:** A signed Employment Eligibility Verification (I-9) form is required.
- **Roadside Inspection:** Applicants will be briefed on roadside inspection procedures, and a signed acknowledgment of the company's Roadside Inspection Policy will be collected.

#### 6. Documentation for Driver Qualification (DQ) File

The following documents must be maintained in the DQ file:

- **Motor Vehicle Records** for the last 3 years.
- **Road Test Results & Certification.**
- **Safety Performance History.**



- **Medical Certification** along with proof that the medical examiner is registered in the national registry.
- **Negative Drug & Alcohol Test Results.**
- **Documentation of Previous Drug & Alcohol Testing.**
- **Regular Reviews:** A review of the driver's records is conducted every six months.

## **7. Additional Information**

- Any other relevant personal or professional information that provides insight into the applicant's qualities and suitability for the role will be considered.

By adhering to these requirements, AWB Transport Inc. ensures that we select responsible, qualified drivers who contribute to a safe and efficient workforce. We appreciate your understanding and compliance with these standards.