

Driver Hiring Standards

Inder Transport Inc

Inder Transport Inc. is dedicated to upholding the highest safety and professionalism standards within our operations. To ensure a skilled and dependable team, we have established clear guidelines for all drivers, both current and prospective, to meet. Below is an outline of the requirements for CDL drivers wishing to operate vehicles for the company.

1. Qualifications

- **Age Requirement:** Applicants must be at least 23 years of age.
- **Professional Appearance:** Drivers must maintain a neat, clean, and professional appearance at all times while on duty.
- **Application:** An accurate, complete, and legible application is required for all applicants.

2. CDL & Experience Requirements

- **Valid CDL:** A valid Commercial Driver's License (CDL) issued by the applicant's state of residence must be obtained within 30 days of being hired.
- **Experience:** A minimum of 2 years of CDL driving experience is required.
- **Transmission Experience:** Experience with both automatic and standard transmission vehicles is required, where applicable.

3. Required Documentation

The following documents must be submitted as part of the application process:

- **Photocopy of Valid CDL:** A clear, legible photocopy of the applicant's valid CDL is required.
- **Employment Application:** The applicant must complete, sign, and date the application for employment.
- **Motor Vehicle Record (MVR):** A comprehensive MVR from all states where the applicant has held an operator's license within the last 3 years must be submitted. Applicants will not be considered if their MVR shows:
 - DUI or DWI offenses
 - Felony use of a vehicle

- At-fault accidents
- Two minor violations (acceptable, but subject to review)

4. Background

- **Employment History Release:** Applicants must sign a release to allow the company to investigate their previous employment records.
- **Drug & Alcohol Testing History:** A signed release is required to allow the company to review the applicant's drug and alcohol testing history for the past two years.
- **Consent for Drug Testing:** The applicant must provide written consent to undergo drug and alcohol testing as required by the company's policies.

5. Employment Eligibility & Safety Compliance

- **I-9 Form:** A signed Employment Eligibility Verification (I-9) form must be completed and submitted.
- **Roadside Inspection Policy:** Applicants will be briefed on the company's roadside inspection procedures and must sign an acknowledgment that they have received and understood the policy.

6. Driver Qualification (DQ) File Documentation

Inder Transport Inc. maintains a comprehensive Driver Qualification (DQ) file for each driver, which must contain the following:

- **Motor Vehicle Records (MVR):** A copy of the MVR for the last three years.
- **Road Test Results:** Documentation of the applicant's road test results and certification.
- **Safety Performance History:** A record of the applicant's safety performance, including prior accidents and violations.
- **Medical Certification:** Proof of medical certification, including verification that the medical examiner is registered with the national registry.
- **Drug & Alcohol Test Results:** Documentation of negative drug and alcohol test results and history of previous testing.

7. Regular Reviews

- **Periodic Reviews:** The driver's records will be reviewed every six months to ensure compliance with company standards and safety requirements.

Inder Transport Inc. is committed to hiring drivers who not only meet the highest standards of safety and professionalism but who will also contribute to maintaining the integrity and reputation of our operations.