**Company** Winkler Trucking, Inc.

**APPLICATION FOR QUALIFICATION**

**Address** 3050 N Frontage Rd

**City** Billings **State** MT **Zip Code** 59102

The purpose of this application is to determine whether or not the applicant is qualified to operate motor carrier equipment according to the requirements of the Federal Motor Carrier Safety Regulations and the Company named above.

# Instructions to Applicant

### Please answer all questions. If the answer to any question is “No” or “None”, do not leave the item blank, but write “No” or “None”.

Date Position applying for; Check One:  Contractor  Driver  Contractor's Driver Name

(First) (Middle) (Last)

Phone Number ( ) Emergency Phone Number ( )

### \*Age Date of Birth Social Security Number - -

*\*The Age Discrimination of Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.*

**Physical Exam Expiration Date:**

**Current & Three Years Previous Addresses:**

###  From To

 From To

 From To

 From To

Have you worked for this company before?  Yes  No If yes, give dates: From To

Reason for leaving?

**Education History**

**Please circle the highest grade completed:**

**Grade School: 1 2 3 4 5 6 7 8 9 10 11 12**

**College: 1 2 3 4 Post-Graduate: 1 2 3 4**

**Driving Experience**

|  |  |  |
| --- | --- | --- |
| Class of Equipment | DatesFrom To | Approximate Number of Miles (Total) |
| Straight Truck |  |  |  |
| Tractor and Semi-trailer |  |  |  |
| Tractor-two trailers |  |  |  |
| Tractor-three trailers (triples) |  |  |  |
| Other |  |  |  |

List states operated in, for the last five years:

List special courses/training competed (PTD/DDC, Haz Mat, etc.): List any Safe Driving Awards you hold and from whom: **Accident Record for past three years *(attach sheet if more space is needed)***

## Traffic Convictions and Forfeitures for the last three years (other than parking violations)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Accident | Nature of Accidents (Head on, rear end, upset, etc.) | Location of Accident | # of Fatalities | # of People Injured |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Location | Charge | Penalty |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Driver’s License *(list each driver’s license held in the past three years)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| State | License # | Type | Endorsements | Expiration Date |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Have you ever been denied a license, permit or privilege to operate a motor vehicle?..
2. Has any license, permit or privilege ever been suspended or revoked? ………….........
3. Is there any reason you might be unable to perform the functions of the job for which
 | YES YES |  NO NO |  |
| you have applied (as described in the job description)?.................................................. | YES |  NO |  |
| D. Have you ever been convicted of a felony?.................................................................... | YES |  NO |  |

If the answers to A, B, C or D is “YES”, give details

**Personal References**

List three persons for references, other than family members, who have knowledge of your safety habits.

Name Address Phone

Name Address Phone

Name Address Phone

**Employment History**

Give a Complete Record of all employment for the past three years, including any unemployment or self employment, and all commercial driving experience for the past ten years.

Mo/Yr Mo/Yr Present or Last Employer:

From To Name

Position Held Address

(Street) (City) (State/Zip)

Reason For Leaving Phone # ( )

Were you subject to the FMCSRs\* while employed here?  Yes  No

Was your job designated as a safety-sensitive function in any DOT-Regulated mode subject to the drug and alcohol testing requirements of 49 CFR Part 40?  Yes  No

Mo/Yr Mo/Yr Present or Last Employer:

From To Position Held

Reason For Leaving

Name

Address

(Street) (City) (State/Zip)

Phone # ( )

Were you subject to the FMCSRs\* while employed here?  Yes  No

Was your job designated as a safety-sensitive function in any DOT-Regulated mode subject to the drug and alcohol testing requirements of 49 CFR Part 40?  Yes  No

Mo/Yr Mo/Yr Present or Last Employer:

From To Name

Position Held Address

(Street) (City) (State/Zip)

Reason For Leaving Phone # ( )

Were you subject to the FMCSRs\* while employed here?  Yes  No

Was your job designated as a safety-sensitive function in any DOT-Regulated mode subject to the drug and alcohol testing requirements of 49 CFR Part 40?  Yes  No

Mo/Yr Mo/Yr Present or Last Employer:

From To Name

Position Held Address

(Street) (City) (State/Zip)

Reason For Leaving Phone # ( )

Were you subject to the FMCSRs\* while employed here?  Yes  No

Was your job designated as a safety-sensitive function in any DOT-Regulated mode subject to the drug and alcohol testing requirements of 49 CFR Part 40?  Yes  No

Mo/Yr Mo/Yr Present or Last Employer:

From To Name

Position Held Address

(Street) (City) (State/Zip)

Reason For Leaving Phone # ( )

Were you subject to the FMCSRs\* while employed here?  Yes  No

Was your job designated as a safety-sensitive function in any DOT-Regulated mode subject to the drug and alcohol testing requirements of 49 CFR Part 40?  Yes  No

*\*The Federal Motor Carrier Safety Regulations (FMCSRs) apply to anyone who operates a motor vehicle on a highway in interstate commerce to transport passengers or property when the vehicle: (1) has a GVWR or weighs 10,001 pounds or more, (2) is designed or used to transport nine or more passengers, or (3) is of any size, used to transport hazardous materials in a quantity requiring placarding.*

# To Be Read and Signed by Applicant

#### It is agreed and understood that any misrepresentation given on this application shall be considered an act of dishonesty.

*It is agreed and understood that the motor carrier or his agents may investigate the applicant's background to ascertain any and all information of concern to applicant's record, whether same is of record or not, and applicant releases employers and persons named herein from all liability for any damages on account of his furnishing such information.*

*It is also agreed and understood that under the Fair Credit Reporting Act, Public Law 91-508, I have been told that this investigation may include an investigating Consumer Report, including information regarding my character, general reputation, personal characteristics, and mode of living.*

*I agree to furnish such additional information and complete such examinations as may be required to complete my application file.*

*It is agreed and understood that this Application for Qualification in no way obligates the motor carrier to employ or hire the applicant.*

*It is agreed and understood that if qualified and hired, I may be on a probationary period during which time I may be disqualified without recourse.*

*This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.*

**Applicant Signature Date**

**Remarks (For office use only)**

**DRIVER’S RIGHTS PERTAINING TO RELEASE OF DRIVER INFORMATION UNDER REGULATION 391.23**

Motor carriers have the responsibility to make the following investigations and inquiries with respect to each driver employed, other than a person who has been a regularly employed driver of the motor carrier for a continuous period which began before January 1, 1971.

* (a)(1) An inquiry into the driver’s driving record during the preceding three years to the appropriate agency of every State in which the driver held a motor vehicle operator’s license or permit during those three years; and
* (a)(2) An investigation of the driver’s employment record during the preceding three years.
* (b) A copy of the driver record(s) obtained in response to the inquiry or inquiries to each State driver record agency as required must be placed in the Driver Qualification File within 30 days of the date the driver’s employment begins and be retained in compliance with 391.51.
* (c) Replies to the investigations of the driver’s safety performance history must be placed in the Driver Investigation History File within 30 days of the date the driver’s employment begins. This goes into effect after October 29, 2004.
* (d) Prospective motor carrier must investigate the information from all previous employers of the applicant that employed the driver to operate a CMV within the previous three years. This information must cover general driver identification and employment verification information, data elements as specified in 390.15 for accident involving the driver that occurred in the three-year period preceding the date of the employment application, and any accidents the previous employer may wish to provide.
* (e) Prospective motor carrier must investigate the information from all previous DOT regulated employers that employed the driver within the previous three years from the date of the employment application in a safety-sensitive function that required alcohol and controlled substance testing specified by 49 CFR Part 40.

Drivers have the following rights:

1. The right to review information provided by previous employers.
2. The right to have errors in the information corrected by the previous employer and for that previous employer to re-send the corrected information to the prospective employer.
3. The right to have a rebuttal statement attached to the alleged erroneous information, if the previous employer and the driver cannot agree on the accuracy of the information.

Drivers who wish to review previous employer-provided investigative information must submit a written request to the prospective employer when applying or as late as 30 days after employed or being notified of denial of employment. The prospective employer must provide this information to the applicant within five business days of receiving the written request. If the driver has not arranged to pick up or receive the requested records within 30 days of the prospective employer making them available, the prospective motor carrier may consider the driver to have waived his/her request to review the records.

Drivers wishing to request correction of erroneous information in records must send the request for the correction to the previous employer that provided the records. After October 29, 2004, the previous employer must either correct and forward the information to the prospective motor carrier employer or notify the driver within 15 days of receiving the driver’s request to correct the data that it does not agree to correct the data. Drivers wishing to rebut information in records must send the rebuttal to the previous employer with instruction to include the rebuttal in the driver’s Safety Performance History.

*I acknowledge that I have read and understand the contents of this document*

Driver’s Signature: Date:

Driver Name (Printed):

**FMCSA - Driver Pre-Employment Screening**

The Federal Motor Carrier Safety Administration complies and makes available to motor carriers the crash and roadside inspection history of regulated commercial drivers. The driver’s consent to obtain the report is required. Please read the information below carefully and sign where indicated.

In connection with your application for employment with **Winkler Trucking, Inc.** (“Prospective Employer”), it may Obtain one or more reports regarding your driving, and safety inspection history from the Federal Motor Carrier Safety Administration (FSCSA). The Prospective Employer cannot obtain background reports from FSCSA unless you consent in writing. If you agree that the Prospective Employer may obtain such background reports, please read the following and sign below –

I authorize **Winkler Trucking, Inc.** (“Prospective Employer”) to access the FMCSA Pre-Employment Screening Program (PSP) system to seek information regarding my commercial driving safety record and information regarding my safety inspection history. I understand that I am consenting to the release of safety performance information including:

* Crash data from the previous five (5) years, and
* Inspection history from the previous three (3) years.

I understand and acknowledge that this release of information may assist the Prospective Employer to make a determination regarding my suitability as an employee.

I further understand that neither the Prospective Employer nor the FMCSA contractor supplying the crash and safety information has the capability to correct any safety data that appears to be incorrect.

**How to correct the record.** I understand I may challenge the accuracy of the data by submitting a request to https://dataqs.fmcsa.dot.gov. If I am challenging crash or inspection information reported by a State, FMCSA cannot change or correct this data. I understand my request will be forwarded by the DataQs system to the appropriate State for adjudication.

I have read the above Notice Regarding Background Reports provided to me by Prospective Employer and I understand that if I sign this consent form, Prospective Employer may obtain a report of my crash and inspection history.

**I hereby authorize Prospective Employer and its employees, authorized agents, and/or affiliates to obtain the information authorized above.**

Signed: Name: Date:

*Signature Print*

*CFR Part 40.25(j) requires the employer to ask any applicant, whether he or she has tested positive, or refused to test, on any pre-employment drug or alcohol test administered by an employer to which the employee applied for, but did not obtain, safety-sensitive transportation work covered by DOT agency drug and alcohol rules during the past two years. If the potential employee admits that he or she had a positive test or refusal to test, we must not use the employee to perform safety-sensitive functions, until and unless the potential employee provides documentation of successful completion of the return-to-duty process.*

**DRIVER APPLICANT DRUG AND ALCOHOL PRE-EMPLOYMENT STATEMENT**

*(See Section 40.25(b)(5) and (e).*

Applicant Name: ID Number:

(Please Print)

### As an applicant, applying to perform safety-sensitive functions for our company, you are required by CFR Part 40.25(j) to respond to the following questions.

1. Have you tested positive, or refused to test, on any pre-employment drug or alcohol test administered by an employer to which you applied for, but did not obtain, safety-sensitive transportation work covered by DOT agency drug and alcohol testing rules during the past two years?

Yes  No 

### If you answered yes, to the above question, can you provide proof that you have successfully completed the DOT return-to-duty requirements?

Yes  No 

### My signature below certifies that the information provided is true and correct.

Applicant Signature: Date:

**CONTROLLED SUBSTANCE & ALCOHOL TESTING INFORMATION ACKNOWLEDGEMENT/CONSENT FORM**

As a condition of employment with **Winkler Trucking, Inc.** (Motor Carrier), Commercial Motor Vehicle (CMV) Driver Applicants must submit to a pre-employment controlled substances test as required by the Federal Motor Carrier Safety Regulations (FMCSR) Section 382.301. A motor carrier must receive verified negative test results for the applicant driver for the applicant to be eligible for employment.

If you are hired, you will be subject to laws requiring additional controlled substances and alcohol testing on you under numerous situations including, but not limited to, the following:

|  |  |  |
| --- | --- | --- |
| Post-Accident – Section 382.303 | Random– Section 382.305 | Reasonable Suspicion – Section 382.307 |
| Return to Duty – Section 382.309 |  | Follow-up – Section 382.311 |

A driver who tests positive for a controlled substance(s) and/or alcohol test, will be immediately removed from a safety- sensitive position as required by Part 382 of the FMCSR. Federal law prohibits a driver from returning to a safety- sensitive position for any motor carrier until and unless the driver completes the Substance Abuse Professionals (SAP) evaluation, referral and educational/treatment process, as described in FMCSR Part 40, Subpart O.

The following is a referral list of Substance Abuse Professionals: (to be completed by Carrier)

|  |  |  |
| --- | --- | --- |
| Elizabeth Ann Roan406-248-3175mhorn@rimrock.org | Laura Dickerson 402-752-0530laura@dickersoncounseling.com | Malcom Horn 406-248-3175mhorn@rimrock.org |

**All controlled substances and alcohol testing will be conducted in accordance with Parts 40 and 382 of the FMCSR.**

I have read the above controlled substances and alcohol (Print Name)

testing requirements and understand them. I acknowledge receipt of the referral list of Substance Abuse Professionals.

(Applicant’s Signature) (Date)

(Employer Representative)

Original to be retained on file - Copy to Driver Applicant

**MOTOR VEHICLE DRIVER'S**

## Certification of Violations/Annual Review of Driving Record

MOTOR CARRIER INSTRUCTIONS: Each motor carrier shall at least once every 12 months, require each driver it employs to prepare and furnish it with a list of all violations of motor vehicle traffic laws and ordinances (other than violations involving only parking) of which the driver has been convicted, or on account of which he/she has forfeited bond or collateral during the preceding 12 months (Section 391.27). Drivers who have provided information required by Section 383.31 need not repeat that information on this form.

DRIVER REQUIREMENTS: Each driver shall furnish the list as required by the motor carrier above. If the driver has not been convicted of, or forfeited bond or collateral on account of any violation which must be listed, he/she shall so certify (Section 391.27).

## COMPLETED BY DRIVER - CERTIFICATION OF VIOLATIONS·

**NAME OF DRIVER: (PRINT) ID NUMBER DATE OF EMPLOYMENT**

**HOME TERMINAL (CI TY AND STATE) DRIVER'S LICENSE NUMBER STATE EXPIRATION DATE**

##### I certify that the following is a true and complete list of traffic violations required to be listed (other than those I have provided under Part 383) for which I have been convicted or forfeited bond or collateral during the past 12 months.

**(If you have had no violations, check the following box - D None.)**

##### DATE OFFENSE LOCATION TYPE OF VEHICLE OPERATED

If no violations are listed above, I certify that I have not been convicted or forfeited bond or collateral on account of any violation (other than those I have provided under Part 383) required to be listed during the past 12 months.

Date Driver's Signature

**COMPLETED BY MOTOR CARRIER - ANNUAL REVIEW OF DRIVING RECORD**

MOTOR CARRIER INSTRUCTIONS: Review the Certification of Violations listed above and other information described in Section 391.25 of the Federal Motor Carrier Safety Regulations. Complete the information requested below.

##### I have hereby reviewed the driving record of the above named driver in accordance with Section 391.25 and find that he/she (check one):

D Meets minimum requirements for safe driving D Is disqualified to drive a motor vehicle pursuant to Section 391.15

D Does not adequately meet satisfactory safe driving performance

Action taken with driver:---------------------------------------

Reviewed by: -,------------------------­

Signature

Printed Name

Date Title

Motor Carrier Name: Winkler Trucking, Inc Motor Carrier Address: 3050 N Frontage Rd Billings, MT 59101

"MAINTAIN THIS DOCUMENT IN THE DRIVER'S QUALIFICATION FILE. THIS DOCUMENT MAY BE PURGED AFTER 3 YEARS FROM DATE OF EXECUTION.

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***THE BELOW DISCLOSURE AND AUTHORIZATION LANGUAGE IS FOR MANDATORY USE BY ALL ACCOUNT HOLDERS***

## IMPORTANT DISCLOSURE

**REGARDING BACKGROUND REPORTS FROM THE *PSP Online Service***

In connection with your application for employment with

Winkler Trucking, Inc

(“Prospective Employer”), Prospective

Employer, its employees, agents or contractors may obtain one or more reports regarding your driving, and safety inspection history from the Federal Motor Carrier Safety Administration (FMCSA).

When the application for employment is submitted in person, if the Prospective Employer uses any information it obtains from FMCSA in a decision to not hire you or to make any other adverse employment decision regarding you, the Prospective Employer will provide you with a copy of the report upon which its decision was based and a written summary of your rights under the Fair Credit Reporting Act before taking any final adverse action. If any final adverse action is taken against you based upon your driving history or safety report, the Prospective Employer will notify you that the action has been taken and that the action was based in part or in whole on this report.

When the application for employment is submitted by mail, telephone, computer, or other similar means, if the Prospective Employer uses any information it obtains from FMCSA in a decision to not hire you or to make any other adverse employment decision regarding you, the Prospective Employer must provide you within three business days of taking adverse action oral, written or electronic notification: that adverse action has been taken based in whole or in part on information obtained from FMCSA; the name, address, and the toll free telephone number of FMCSA; that the FMCSA did not make the decision to take the adverse action and is unable to provide you the specific reasons why the adverse action was taken; and that you may, upon providing proper identification, request a free copy of the report and may dispute with the FMCSA the accuracy or completeness of any information or report. If you request a copy of a driver record from the Prospective Employer who procured the report, then, within 3 business days of receiving your request, together with proper identification, the Prospective Employer must send or provide to you a copy of your report and a summary of your rights under the Fair Credit Reporting Act.

Neither the Prospective Employer nor the FMCSA contractor supplying the crash and safety information has the capability to correct any safety data that appears to be incorrect. You may challenge the accuracy of the data by submitting a request to https://dataqs.fmcsa.dot.gov. If you challenge crash or inspection information reported by a State, FMCSA cannot change or correct this data. Your request will be forwarded by the DataQs system to the appropriate State for adjudication.

Any crash or inspection in which you were involved will display on your PSP report. Since the PSP report does not report, or assign, or imply fault, it will include all Commercial Motor Vehicle (CMV) crashes where you were a driver or co-driver and where those crashes were reported to FMCSA, regardless of fault. Similarly, all inspections, with or without violations, appear on the PSP report. State citations associated with Federal Motor Carrier Safety Regulations (FMCSR) violations that have been adjudicated by a court of law will also appear, and remain, on a PSP report.

The Prospective Employer cannot obtain background reports from FMCSA without your authorization.

## AUTHORIZATION

If you agree that the Prospective Employer may obtain such background reports, please read the following and sign below:

I authorize Winkler Trucking, Inc(“Prospective Employer”) to access the FMCSA Pre-Employment Screening Program (PSP) system to seek information regarding my commercial driving safety record and information regarding my safety inspection history. I understand that I am authorizing the release of safety performance information including crash data from the previous five (5) years and inspection history from the previous three (3) years. I understand and acknowledge that this release of information may assist the Prospective Employer to make a determination regarding my suitability as an employee.

I further understand that neither the Prospective Employer nor the FMCSA contractor supplying the crash and safety information has the capability to correct any safety data that appears to be incorrect. I understand I may challenge the accuracy of the data by submitting a request to https://dataqs.fmcsa.dot.gov. If I challenge crash or inspection information reported by a State, FMCSA cannot change or correct this data. I understand my request will be forwarded by the DataQs system to the appropriate State for adjudication.

I understand that any crash or inspection in which I was involved will display on my PSP report. Since the PSP report does not report, or assign, or imply fault, I acknowledge it will include all CMV crashes where I was a driver or co-driver and where those crashes were reported to FMCSA, regardless of fault. Similarly, I understand all inspections, with or without violations, will appear on my PSP report, and State citations associated with FMCSR violations that have been adjudicated by a court of law will also appear, and remain, on my PSP report.

I have read the above Disclosure Regarding Background Reports provided to me by Prospective Employer and I understand that if I sign this Disclosure and Authorization, Prospective Employer may obtain a report of my crash and inspection history. I hereby authorize Prospective Employer and its employees, authorized agents, and/or affiliates to obtain the information authorized above.

Date: \_

Signature

 \_ Name (Please Print)

NOTICE: This form is made available to monthly account holders by NIC on behalf of the U.S. Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA). Account holders are required by federal law to obtain an Applicant’s written or electronic consent prior to accessing the Applicant’s PSP report. Further, account holders are required by FMCSA to use the language contained in this Disclosure and Authorization form to obtain an Applicant’s consent. The language must be used in whole, exactly as provided. Further, the language on this form must exist as one stand-alone document. The language may NOT be included with other consent forms or any other language.

NOTICE: The prospective employment concept referenced in this form contemplates the definition of “employee” contained at 49

C.F.R. 383.5.

*LAST UPDATED 12/22/2015*

MCSR 380.203 and 380.205 APPLICATION FOR LCV TRAINING

**Driver's Name: SSN : Location: Commercial Driver's License #: State: Endorsements: Issue Date:**

**An individual must certify and provide evidence that; during the 6 month period preceding this application he/she:**

**Yes No**

1. Has a valid class A CDL with a "double/triple trailers" endorsement.
2. Does not have more than one driver's license.
3. Does not have any suspension, revocation or cancellation of his/her CDL.
4. Does not have any convictions of a major offense while operating a CMV as defined in sec 383.51 (b).
5. Does not have any convictions for a railroad-highway grade crossing offense while operating a CMV as defined in 383.51(d) of this subchapter.
6. Does not have any convictions for violating an out-of-service order as defined in sec. 383.51 (e).
7. Does not have more than one conviction for a serious traffic violation, as defined in sec. 383.5 of this sub-chapter, while operating a CMV.
8. Does not have any convictions for a violation of state or local law relating to motor vehicle traffic control arising in connection with any traffic crash while operating a CMV.
9. Is regularly employed in a job requiring the operation of a CMV that requires a CDL with a "double/triple" endorsement.
10. Has operated a class 'A' vehicle for atleast 6 months.

**Type of LCV he/she wishes to operate. Rocky Mountain Doubles Triples Signature of Driver:**

**Date:**

(Safety Department Use Only)

**Driver is eligible for LCV Training for:** LCV Doubles LCV Triples

**Signature of Safety Department:. Date:**

PLACE IN DRIVER QUALIFICATION OF FILE