

**DRIVER HIRING POLICY**

(Revised October 2007)

**1. Application**

- All sections must be fully completed, dated and signed.
- 3 year inter-continental driving experience preferred.
- 6 Months verifiable open deck experience preferred.
- Mountain driving experience preferred.
- Recruiting must be able to complete no less than (3) three business/workplace reference checks including ***all work experience*** in the past (5) five years and ***any tractor-trailer driving experience*** in the previous ten years.

**2. Drivers License**

- Valid Class 1 HGV/LGV.

**3. Drivers Record**

- Cannot have more than (3) three moving violations in the last (3) three years.
- Impaired driving charge appearing on the abstract must be at least (5) five years old.

**4. Criminal Record Search**

- **Must have clear entry to the U.S.A.**
- Must be current, within 90 days of application date.

**5. Drug Testing For Safety Sensitive Positions**

- Applicant must participate in pre-employment drug testing and produce negative results.
- Driving staff are subject to random drug and alcohol testing for term of employment

**6. Road Test**

- All applicants must successfully complete a road test based on Manitoba Class 1 standards.

**8. Request For Information**

- All applicants must sign this form.

Signature:.....

Print Name: .....



**APPLICATION FOR EMPLOYMENT – OUTSIDE CANADA**  
**(Revised August 2007)**

The Canadian Human Rights Code prohibits discrimination in employment application or employment because of race or color, religion or creed, age, sex or gender (including pregnancy), marital or family status, physical or mental disability, sexual orientation, pardoned conviction, dependence on alcohol or drugs. Exception to the Codes is allowed when the abilities necessary to perform essential job tasks. (Bona Fide Occupational Requirements) are related to any prohibited grounds of discrimination. In accordance with the United States Department of Transportation Regulations, applicants to Big Freight Systems Inc. for **safety sensitive** positions (driving and maintenance personnel) **will be required to undergo a pre-employment medical and drug testing**. Driving personnel applicants must meet the bona fide job requirements of the Department of Transportation in both Canada and the United States.

**Please Print**

**POSITION APPLYING FOR: LONG HAUL - COMPANY DRIVER**

Date of Application: \_\_\_\_\_

**Personal Information:**

Name: \_\_\_\_\_  
(Last) (First) (Middle-optional)

Date of Birth: \_\_\_\_\_

Present Address: \_\_\_\_\_  
(Number) (Street) (City)

\_\_\_\_\_  
(Country) (Postal Code)

Telephone Number: \_\_\_\_\_ / \_\_\_\_\_ Cellular: \_\_\_\_\_ / \_\_\_\_\_

Fax Number: \_\_\_\_\_ / \_\_\_\_\_ Email address: \_\_\_\_\_ / \_\_\_\_\_

If hired, on what date would you be available? \_\_\_\_\_

Have you ever been convicted of a criminal offence for which a pardon has not been granted?  
Yes \_\_\_\_\_ No \_\_\_\_\_



Is there any reason that would prevent you from entering the U.S.A. commercially?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes state reason: \_\_\_\_\_

Do you realize long haul trips have a minimum average time out of 10-14 days? Yes \_\_\_\_\_ No \_\_\_\_\_

A bona fide occupation requirement with Big Freight Systems Inc. is a clear understanding of the English language. Do you understand, read, write and speak English? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have the ability to pass written drivers exams? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have the ability to Route plan (i.e. Map skills) Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have any condition/disability that may affect your ability to perform the job for which you are applying? (i.e. Type 1 Diabetes will disqualify you from Commercial Driving)

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes please give details: \_\_\_\_\_

**Education Information**

Trade, Certification or License: \_\_\_\_\_

	Highest Grade or Level, Degree, Diploma or Certificate Completed & Received	Course, program or area of study
High School		
University		
Business or Community College		
Trade or Technical School		
Other Courses, workshops or seminars:		
Please describe any specialized training, skill building, apprenticeship training & extra-curricular activities applicable to the position applied for:		

Education levels achieved and degree obtained are subject to verification if an offer of employment is extended



**Driving Experience**

Number of year's Class 1 driving experience \_\_\_\_\_

Number of year's Flat Deck experience (roping & sheeting) \_\_\_\_\_

Number of year's inter-continental driving \_\_\_\_\_

**Accident Record**

Date	Type of Accident	Were you convicted?

Has your driver's license ever been suspended? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, when? \_\_\_\_\_

Reason for suspension? \_\_\_\_\_

**Driving Violations (list any and all Motor Vehicle Driving violations in the past 5 years)**

Violations	Date	Place	Fine or Bond	Type of Vehicle

What source referred you to Big Freight Systems Inc.? \_\_\_\_\_



**Employment History** - (list in order starting with your present or last employer - All gaps "between" employment **must** be explained – continue on separate sheet if necessary)

Present or last employer:	Address:
Type of Business or Industry:	Phone Number:
Job Title:	Period Employed: From (Month/Year) _____ To (Month/Year) _____
Name and Title of Supervisor:	Reason for leaving:
Describe job duties and responsibilities:	Lanes of Travel, if applicable:
	Approximate Miles Driven:
Present or last employer:	Address:
Type of Business or Industry:	Phone Number:
Job Title:	Period Employed: From (Month/Year) _____ To (Month/Year) _____
Name and Title of Supervisor:	Reason for leaving:
Describe job duties and responsibilities:	Lanes of Travel, if applicable:
	Approximate Miles Driven:



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Describe job duties and responsibilities:	Lanes of Travel, if applicable:  Approximate Miles Driven:



**Reference Information**

<p>May we contact your present or last employer for a reference?</p> <p>Yes _____ No _____</p> <p>If no, please state reason: _____</p>	<p>May we contact your previous employer for references?</p> <p>Yes _____ No _____</p> <p>If no, please state reason: _____</p>
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***The following questions are not related to job scrutiny. They are solely for the purpose of determining which immigration program you would fall into should you be successful.***

Are you married? ..... Yes / No

Will he/she be accompanying you? ..... Yes / No

If divorced, can you supply your decree absolute? ..... Yes / No

Do you have children to accompany you? ..... Yes / No

If you are successful in securing a job offer, are you aware you **MUST** meet minimum settlement funds of \$10,000 (principle applicant) + \$2,000 each accompanying person? .. Yes / No

Can you prove this through bank statements, insurance policies, mortgage statement etc? Yes/ No

Can you provide proof of education i.e. school leaving certificate/diploma? ..... Yes / No

***Should you be successful in securing a position with Big Freight we will assist you with immigration procedures. We will provide the necessary training to get you through your Canadian Class 1 license and also pay for it. All we ask in return is a commitment from you for a minimum three-year period. We will request that you sign an agreement to this effect. Should you decide to leave before the end of your commitment period you will be required to repay these monies on a pro-rata base e.g. \$3000 1<sup>st</sup> year, \$2000 2<sup>nd</sup> year, \$1000 3<sup>rd</sup> year***

Do you agree to this? Yes / No

Please submit this application with copies of references from past 5 years work history

Send to

Toll free Fax: 0800 404-9833

Fax: 001-204-346-9577 or 001-204-346-9539

Email: [immigration@bigfreight.com](mailto:immigration@bigfreight.com) or [eric.slatcher@bigfreight.com](mailto:eric.slatcher@bigfreight.com)

**PLEASE READ CAREFULLY**  
**APPLICANTS CERTIFICATION AND AGREEMENT**

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that, if employed, falsified statements on this application may be considered sufficient cause for dismissal, and could jeopardize permanent residence application.

I hereby authorize my previous employer to release the following information to Big Freight Systems Inc. for the purpose of investigation as required by Section 391.23 of the Federal Motor Carrier Safety Regulations. You are released from any and all liability that may result from furnishing such information.

Date: \_\_\_\_\_ Applicant's Signature: \_\_\_\_\_