



## People...Pride...Performance...

Dear Prospective Driver;

Thank you for your interest in H&R Transport Ltd.'s Driver program. We offer opportunities for experienced individuals who wish to grow with a stable, progressive company.

Headquartered in Lethbridge, Alberta H&R Transport Ltd. has evolved from a three-man operation to one of Alberta's largest temperature controlled truckload transportation firms. In fact, our company operates throughout North America serving major markets in both Canada and the United States.

H&R Transport Ltd. drivers average 10,000 to 12,000 miles per month. Each Driver is assigned to a Driver Supervisor and has a permanently assigned truck.

You've seen our trucks & trailers on the road. The condition and quality speaks for itself. See what the road looks like from the Cab of an H&R Transport Ltd. Freightliner. You'll like the view.

Yours truly,

**David Foder**

Director – Driver Relations

H & R Transport Ltd.

# Directions for Completion of H&R Transport Ltd. Driver's Application

Please find enclosed the application for employment that you requested. The application must be completed in full. The work history portion of the application must be complete with dates, names, and phone numbers and cover the past 10 years of employment.

You are also required to include the following with your completed application:

- ☞ Current Driver's Abstract:
  - No older than 30 days from the date of application **(Original Only)**
  - No list of alcohol offences/convictions in previous 5 years
- ☞ Copy of Your Driver's License
- ☞ Copy of Birth Certificate and/or Passport
- ☞ FAST Application completed including 5 years address history
- ☞ Copy of Your Border Crossing Card (I-94) – if available
- ☞ Copy of TWIC Card
- ☞ Copy of Current Criminal Search – No older than 90 days **(Original Only)**

## **Please Remember: Incomplete Applications Cannot Be Processed.**

Please Return by Mail or Fax (Originals Must be Submitted to Office By Start Date) to:

H&R Transport Ltd.  
3601 – 2<sup>nd</sup> Ave. No.  
Lethbridge, Alberta T1H 5K7  
Attention: Driver Relations  
Fax: (403) 328-9919  
Telephone: (403) 328-2935  
1-800-661-8044

H&R Transport Ltd.  
4830 – 54<sup>th</sup> Ave. S.E.  
Calgary, Alberta T2C 2Y8  
Attention: Driver Relations  
Fax: (403) 720-8432  
Telephone: (403) 720-8344  
1-800-567-7266

**Catch Us On The 'Net': [www.hrtrans.com](http://www.hrtrans.com)**



## **HIRING STANDARDS AND DECLARATION**

**Applicant, please read carefully and sign.**

1. I am 21 years old and I declare the information given by me in this application for employment is an accurate statement of the facts.
2. Must be able to pass the H & R drug test. Cost is \$65.00 plus GST and it will be deducted from your first payroll statement. We will reimburse the cost in 3 months.
3. As a condition of my employment, I agree to the urine sample collection and controlled substance testing.
4. Must have a clean abstract and safety record.
5. Must have a positive attitude and clean appearance.
6. Must have a minimum of 1 year tractor trailer highway experience with proven ability in the mountains and must be able to go into the U.S. on a regular basis.
7. Must be in good health (some hand loading and unloading may be required).
8. Will supply an up-dated Drivers Abstract and Criminal Record Search (originals only).
9. Driver will supply own load-locks, padlock, safety boots and safety vest.
10. As a condition of my employment, I agree to all pre-employment testing, reasonable suspicion, returned to duty - follow up testing, post accident testing and all random testings. I further agree to any required urine samples, control substance and breath alcohol testing as may be required.
11. I authorize investigation of all statements in this application and understand that any misrepresentation or omission of facts shall be cause for dismissal.
12. In the event of my employment I agree to abide by the work-related rules and regulations.
13. It is understood that if hired, the applicant will be on probation for a period of ninety days, during which, the applicants may be discharged without recourse.
14. After 30 days of employment all drivers will be paid a standard rate of \$113.00 per day for statutory holidays designated under the Federal Labor Code.
15. I authorize H&R Transport Ltd. to make such investigations and inquiries of my personal, employment, and medical histories, in addition to any other related matters that could possibly affect my employment with H&R Transport Ltd. I hereby release H&R Transport Ltd. & its employees from any and all liability in responding to inquiries in connection with my application.
16. As a condition of my employment, H & R Transport Ltd will pay for my enrollment in the "Fast" Border Crossing and "TWIC" Program. In the event my services are terminated by myself or the Company, I authorize H & R Transport Ltd. to deduct the amount from my last paycheck.
17. Two weeks written notice to be handed in to Lethbridge, Calgary or Mississauga office prior to terminating your employment with H & R Transport Ltd.

**SIGNATURE:\*** \_\_\_\_\_

**DATE:** \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_  
(M) (D) (Y)

## HEALTH QUESTIONNAIRE

- Do you have any physical defects? YES  NO
- Are you currently under the care of a Doctor? YES  NO
- Have you had any major illnesses in the last 5 years? YES  NO
- Have you received compensation for injuries? YES  NO
- If yes to any of the above, please explain: \_\_\_\_\_
- Are you physically unable to perform heavy manual work? YES  NO
- Are you currently required to take prescription drugs? YES  NO
- If yes to the above, please list: \_\_\_\_\_

## CRIMINAL RECORD QUESTIONNAIRE

- Have you held a driver's license from any other jurisdiction in the past 5 years? YES  NO
- If yes, what jurisdiction and when? \_\_\_\_\_
- Has your license ever been suspended or restricted? YES  NO
- Have you ever been convicted for driving under the influence of alcohol or drugs? YES  NO
- Have you ever been refused a bond? YES  NO
- If yes to any of the above, please explain: \_\_\_\_\_
- Have you ever applied for a US visa or have you ever been denied entrance into the US? YES  NO
- Do you have ANY outstanding or unpaid citations in Canada or the United States? YES  NO
- Have you ever been denied a FAST card? YES  NO
- Are You Restricted from crossing the border? YES  NO
- If yes to the above, have you applied for a Border Crossing Waiver? YES  NO
- When did you apply for the waiver? \_\_\_\_\_
- Have you ever abandoned an employer's vehicle? YES  NO

## DRIVING EXPERIENCE/TRAINING SCHOOL QUESTIONNAIRE

Year you received your Class 1 License? \_\_\_\_\_ Years of tractor trailer experience you have? \_\_\_\_\_

EXPERIENCE TYPE	YEARS	MILES	EQUIPMENT TYPE	SCHOOL NAME:
U.S.A.				Program Length (Hours):
Mountain Terrain				1 To 1 Truck Training (Hours):
Reefer				Year of Training Truck(s):
				Engine Make:
Hanging Beef				

List Provinces & States run in past 5 years:

Transmission:

Weighted Trailers: YES  NO



**WORK EXPERIENCE: Please List All Employment For Past 10 Years Starting With The Most Current**

Current Organization Name:	Duties & Responsibilities
From:                      To:	
Address:	
Telephone:	
Job Title:	
Wage:	
Supervisor:	Reason for Leaving:

**May We Contact Your Current Employer? YES \_\_\_\_\_ NO \_\_\_\_\_ Reason: \_\_\_\_\_**

Organization Name:	Duties & Responsibilities
From:                      To:	
Address:	
Telephone:	
Job Title:	
Wage:	
Supervisor:	Reason for Leaving:
Organization Name:	Duties & Responsibilities
From:                      To:	
Address:	
Telephone:	
Job Title:	
Wage:	
Supervisor:	Reason for Leaving:
Organization Name:	Duties & Responsibilities
From:                      To:	
Address:	
Telephone:	
Job Title:	
Wage:	
Supervisor:	Reason for Leaving:



# DRIVER DISCLOSURE OF LICENSE

**DRIVER NAME:** \_\_\_\_\_

**CARRIER NAME:** H & R Transport LTD  
3601 – 2 Avenue North  
Lethbridge, Alberta T1H 5K7

## DECLARATION

I, \_\_\_\_\_ hereby disclose the only jurisdiction in which I am licensed, the class of license held, whether or not the license is suspended, and the name in which the license is issued.

_____	_____	_____	_____
Jurisdiction	Class	Suspended?	Name

I understand that I can possess only one driver's license.

I understand that I must inform my employer immediately of any convictions or accidents while operating a motor vehicle.

I understand that I must immediately inform my employer of any suspensions, restrictions, prohibitions, or any other change in status to my driver's license.

Signed: \* \_\_\_\_\_ Date: \_\_\_\_\_

