



DRIVER QUALIFICATION INFORMATION

Position applying for (check one): ☐ Employee ☐ Contractor ☐ Contractor's Driver

Date of Application: ____/____/____.

In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status or non-job related disability.

Name: _____
Last First MI

Address: _____
Street City

State Zip Code Phone

Date of Birth Social Security Number

Address for Past Three Years:

Street City State, Zip From To

Street City State, Zip From To

Street City State, Zip From To

Are you currently employed? ☐ Yes ☐ No If No, how long since last employment? _____.

Do you have the legal right to work in the United States? ☐ Yes ☐ No

Have you worked for PTX Services, LLC before: ☐ Yes ☐ No

If YES, provide dates of employment: From _____ To _____.

Reason for leaving? _____.

Notice to Applicant: Before you continue in filling out the remainder of this application, we must inform you that the information you have provided so far, and any and all information you are about to disclose, in accordance with 49 CFR Part 391.21(b)(10) of the Federal Motor Carrier Safety Regulations (FMCSRs), may be used and your previous employers "will be" contacted for the purpose of investigating your safety performance history as required by 391.23(d) and 391.23(e) of the FMCSRs. If it has not already been provided for you, please ask for a written copy of your "due process rights" regarding any and all information obtained during the processing of your history as specified in 391.23(l).

EMPLOYMENT HISTORY

All driver applicants engaged in interstate commerce must provide the following information on all employers during the preceding 3 years. Applicants to drive a commercial motor vehicle (GVWR of 26,001 lbs. or more) in either interstate or intrastate commerce shall also provide an additional 7 years of information on the employers for whom the applicant operated such vehicle.

List employers in reverse order starting with the most recent.

Company Name	From To
Address	Position Held
City State Zip	Salary/Wage
Contact Phone	Reason For Leaving
Were you subject to the FMCSRs in this position while employed by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Was this position designated as a safety sensitive function in any DOT regulated mode subject to alcohol and controlled substance testing? <input type="checkbox"/> Yes <input type="checkbox"/> No

Company Name	From To
Address	Position Held
City State Zip	Salary/Wage
Contact Phone	Reason For Leaving
Were you subject to the FMCSRs in this position while employed by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Was this position designated as a safety sensitive function in any DOT regulated mode subject to alcohol and controlled substance testing? <input type="checkbox"/> Yes <input type="checkbox"/> No

Company Name	From To
Address	Position Held
City State Zip	Salary/Wage
Contact Phone	Reason For Leaving
Were you subject to the FMCSRs in this position while employed by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Was this position designated as a safety sensitive function in any DOT regulated mode subject to alcohol and controlled substance testing? <input type="checkbox"/> Yes <input type="checkbox"/> No

Applicant Driving Experience

Class of Equipment	Date		Approximate Number of Miles
	From	To	
Straight Truck			
Tractor-Trailer			
Doubles/Triples			
Other			

List States you have operated in for the last 5 years: _____

Special courses or training you have completed: _____

List any Safe Driving Awards you hold and from whom: _____

Accident Record for past 3 years:

Date of Accident	Nature of Accident	Location	Fatalities	Injuries

Traffic Convictions and Forfeitures for the last 3 years (other than parking violations):

Date	Location	Charge	Penalty

Driver's License (list each driver's license held in the past 3 years:

State	License #	Type	Endorsements	Expiration

Have you ever been denied a license, permit or privilege to operate a motor vehicle?

☐ Yes

☐ No

Has any license, permit or privilege ever been suspended or revoked?

☐ Yes

☐ No

Is there any reason you might be unable to perform the functions of this position?

☐ Yes

☐ No

Have you ever been convicted of a felony or misdemeanor?

☐ Yes

☐ No

If you answered yes to any of the above, please attach a statement providing details.

Education

Circle highest grade completed: 1 2 3 4 5 6 7 8 **High School:** 1 2 3 4 **College:** 1 2 3 4

TO BE READ AND SIGNED BY APPLICANT

Section 40.25(j): As the employer, you must also ask the applicant whether they has tested positive or refused to test on any pre-employment drug or alcohol test administered by an employer to which the applicant has applied, but did not obtain safety sensitive transportation work covered by DOT agency drug and alcohol testing during the past two years. If the applicant admits that they had a positive test or a refusal to test, you must not use the applicant to perform safety sensitive functions for you until and unless the applicant documents successful completion of the return-to-duty process. (see Sec. 40.25 (b)(5) and (e)).

The prospective employee is required by Sec. 40.25(j) to respond to the following questions:

1. Have you ever 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?

Check one: ☐ Yes ☐ No

2. If you answered **Yes**, can you provide/obtain proof that you have successfully completed the DOT return to duty requirements?

Check one: ☐ Yes ☐ No

This certifies that I completed this application, and that all entries and information documented by me are true and complete to the best of my knowledge. **By my signature heretofore, I acknowledge having been given by this carrier which has presented me with this application, a statement of my right to due process as outlined by all parts of 49 CFR Part 391.23 of the Federal Motor Carrier Safety Regulations effective October 29, 2004.** Having made this acknowledgment, I therefore authorize you to make such previous employment and background investigations and inquiries of my personal, employment, financial or medical history and other related matters as may be necessary to arrive at a possible employment decision. (Generally, inquiries regarding medical history will be made only if and after a conditional offer of employment has been extended). I understand that false or misleading information given in my application or interviews may result in discharge. I understand, also, that I am required to abide by all rules and regulations of PTX Services, LLC.

Applicants Signature

Date



APPLICANTS NOTICE OF DUE PROCESS RIGHTS UNDER FMCSA RULE 49 CFR 391.23(i)

The prospective employer must expressly notify drivers with Department of Transportation regulated employment during the preceding three years-via the application form or other written document prior to any hiring decision-that he or she has the following rights regarding the investigative information that will be provided to the prospective employer:

- The right to review information provided by previous employers (391.23(i)(1)(i));
- 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 (391.23(i)(1)(ii));
- 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 (391.23(i)(1)(iii)).

Drivers who have previous Department of Transportation regulated employment history in the preceding three years, and wish to review previous employer-provided investigative information must submit a written request to the prospective employer, which may be done at any time, including when applying, or as late as 30 days after being employed or being notified of denial of employment. The prospective employer must provide this information to the applicant within five (5) business day of receiving the written request. If the prospective employer has not yet received the requested information from the previous employer(s), then the five-business day deadline will begin when the prospective employer receives the requested safety performance history information. If the driver has not arranged to pick up or receive the requested records within thirty (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 (391.23(i)(2)).

APPLICANTS NOTICE OF DUE PROCESS RIGHTS UNDER FMCSA RULE 49 CFR 391.23(j),(k),(l)

(j)(1) Drivers wishing to request correction of erroneous information in records received pursuant to paragraph (i) of this section must send the request for the correction to the previous employer that provided the records to the prospective employer.

(j)(2) 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 a driver's request to correct the data that it does not agree to correct the data. If the previous employer corrects and forwards the data as requested, that employer must also retain the corrected information as part of the driver's safety performance history record and provide it to subsequent prospective employers when requests for this information are received. If the previous employer corrects the data and forwards it to the prospective motor carrier employer, there is no need to notify the driver.

(j)(3) Drivers wishing to rebut information in records received pursuant to paragraph (i) of this section must send the rebuttal to the previous employer with instructions to include the rebuttal in that driver's safety performance history.

(j)(4) After October 29, 2004, within five business days of receiving a rebuttal from a driver, the previous employer must:

- (i) Forward a copy of the rebuttal to the prospective motor carrier employer;
- (ii) Append the rebuttal to the driver's information in the carrier's appropriate file, to be included as part of the response for any subsequent investigating prospective employers for the duration of the three-year data retention requirement.

(j)(5) The driver may submit a rebuttal initially without a request for correction, or subsequent to a request for correction.

(j)(6) The driver may report failures of previous employers to correct information or include the driver's rebuttal as part of the safety performance information, to the FMCSA following procedures specified at §386.12.

(k)(1) The prospective motor carrier employer must use the information described in paragraphs (d) and (e) of this section only as part of deciding whether to hire the driver.

(k)(2) The prospective motor carrier employer, its agents and insurers must take all precautions reasonably necessary to protect the records from disclosure to any person not directly involved in deciding whether to hire the driver. The prospective motor carrier employer may not provide any alcohol or controlled substances information to the prospective motor carrier employer's insurer.

(l)(1) No action or proceeding for defamation, invasion of privacy, or interference with a contract that is based on the furnishing or use of information in accordance with this section may be brought against—

- (i) A motor carrier investigating the information, described in paragraphs (d) and (e) of this section, of an individual under consideration for employment as a commercial motor vehicle driver,
- (ii) A person who has provided such information; or
- (iii) The agents or insurers of a person described in paragraph (l)(1)(i) or (ii) of this section, except insurers are not granted a limitation on liability for any alcohol and controlled substance information.

(l)(2) The protections in paragraph (l)(1) of this section do not apply to persons who knowingly furnish false information, or who are not in compliance with the procedures specified for these investigations.