

# ARBITER EXPRESS, LLC

CDL Class A Truck Driver  
Fraser, MI

## **Company Description**

Arbiter Express, LLC is a local family owned and operated freight logistics business. We deliver no touch dry van loads to local companies allowing all our drivers to come home everyday to their families. Our drivers work flexible schedules and have the opportunity to make money per load. We respect each individual's safety and health. We pride ourselves in accident and injury prevention by following Federal Motor Carrier Safety Regulations. Whether you are an Owner Operator or prefer to lease a vehicle we welcome you and your family to join the Arbiter Express family.

## **Job Description**

The CDL Driver is primarily responsible for inspection of tractor and trailer being used to pick up and deliver loads to and from customers as directed by dispatcher. The CDL driver will collect and complete all loads provided by dispatch as well as all necessary paperwork related to deliveries. Loading and unloading trailers are not the responsibility of CDL driver but proper combination of tractor to trailer is requirement.

## **Qualifications**

- Updated CDL Class A
- Full time availability. (Some Saturdays)
- Satisfactory DOT physical card
- Clean MVR
- Physically able to lift up to 50lbs
- 1+ year experience with Tractor Trailer record
- Mobile Email and Text accessibility

## **Details**

Days: Full time Monday – Saturday (Saturday loads vary)

Salary: \$10,000-\$100,000+

1099

Home Daily

IFTA, IRP, DOT Regulated

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, veteran status, disability, or any other protected group status.

# **ARBITER EXPRESS, LLC**

## **Policy**

Arbiter Express, LLC respects each individual's safety and health. To avoid accidents and injuries to our contractors, drivers, and its employees as possible, Arbiter Express, LLC and its agents require that you carefully read and adhere to these regulations. This policy applies to all lease, owner operators and their agents.

### **Customers First!**

Pleasing customers is our #1 priority. We will provide the best service to our customers whether they are direct or indirect customers. All drivers should be courteous and professional. You are expected follow through with loads dispatched to you in a timely fashion. You must present yourself in a courteous friendly manner. Our longevity goal is to hold a reputable, professional outlook with our current and future customers.

### **Code of Conduct**

The code of conduct for Arbiter Express, LLC states that, "While driving company vehicles or personal vehicles for work purposes, driver(s) must comply with traffic legislation, be conscious of road safety and display safe driving and other necessary road safety habits".

The following actions for Arbiter Express, LLC vehicles or vehicles contracted to work under Arbiter Express, LLC will be viewed as serious breaches of conduct and dismissal may be a consequence:

- Drinking or being under the influence of drugs while driving
- Driving while disqualified or not correctly licensed
- Reckless or dangerous driving causing death or injury
- Failing to stop after a crash
- Acquiring demerit points leading to suspension of license
- Any actions that warrant the suspension of a license

### **Responsibility as an Employee**

All drivers:

- must immediately notify dispatch if their driver license has been suspended or cancelled, or has had limitations place upon it.
- are responsible and accountable for their actions when operating a company vehicle or driving for the purposes of work
- must display the highest level of professional conduct when driving a vehicle
- must regularly perform inspection on vehicles they will be operating and perform proper maintenance for the vehicle (see and sign inspection policy)
- must comply with traffic legislation when driving
- must assess hazards while driving and anticipate "what if" scenarios
- must drive within the legal speed limits, considering all weather conditions
- must wear a safety belt at all times
- must never drive under the influence of alcohol or drugs, including prescription and over the counter medication causing drowsiness or effecting alertness of driver – doing this will cause disciplinary measure and possible termination of contract

- must avoid distraction when driving. The driver will adjust car stereo/mirrors etc before setting off or pull over safely in order to do so
- must not use cell phone while driving on the road. If there is an emergency and a call must be made immediately, please pull over to the safest destination to make the call
- must report any near-hits, crashes and scrapes to their dispatch, including those that do not result in injury, and follow the crash procedure
- must report infringements to dispatch at the earliest opportunity
- must report any moving violation (speeding ticket, disobeying traffic signs, etc) during work, you must report to the company immediately after occurrence
- must complete loads dispatched to them or make proper arrangement with dispatch

In addition to all driver responsibility, it is required that all drivers:

- take regular and adequate rest breaks, at least every two hours
- stop when tired
- plan their routes taking into account pre-journey work duties, the length of the trip and post route commitments
- stay overnight is driving time and non-driving duties exceed 10 hours in one day.

If and Owner Operator is driving their own vehicle for the purpose of work, the same policies apply in addition to:

- the employee must seek the employers agreement before using their vehicle for work
- the car must be legally registered, warranted and insured for the purpose of work – the employee must provide proof for record and upon request
- the employee must not carry loads for which the vehicle is unsuited
- the vehicle must not be used in conditions for which it was not designed (such as off-road)
- the vehicle must comply and meet IRP, IFTA, FMCSR and DOT standards – proof of compliance must be provided to dispatch before use of vehicle

### Carrying Passenger (s)

No passenger (s) are allowed to be in the truck while driver is on duty. Any injuries that occur to the passenger or driver will solemnly be the passenger and driver's full responsibility. Arbiter Express, LLC does not tolerate this behavior is subject to dismissal upon disagreement or objection to this policy.

### Responsibility as an Employer

Arbiter Express, LLC will take all steps to ensure company vehicles are as safe as possible and will not require driver (s) to drive under conditions that are unsafe and/or likely to create an unsafe environment, physical distress, fatigue, etc. Arbiter Express, LLC strongly enforces these regulations that has been set forth. In addition to better serving our contractors and encourage safe driving behavior we will:

- require driver (s) to keep driving logs that are regularly checked by a safety manager or administration
- recommend staff to have 10 hours minimum continuous rest and 11 hours maximum driving time every 24 hours
- frequently check on driver (s) progress daily

# ARBITER EXPRESS, LLC

## APPLICATION FOR EMPLOYEMENT

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

### Personal Information

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

Current Address: \_\_\_\_\_  
(Street/Apt) (City/State) (Zip)

Mobile Phone: (\_\_\_\_) \_\_\_\_\_ DOB: \_\_\_\_\_

SSN: \_\_\_\_-\_\_\_\_-\_\_\_\_ Email: \_\_\_\_\_

Are you authorized to work in the United States? \_\_\_\_Yes \_\_\_\_No

### Driving History

CDL License#: \_\_\_\_\_ State: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

### Experience

Class of Equipment	Type of Equipment (Van, Reefer, Flat)	Dates		Approx. # of Miles
		From	To	
Straight Truck				
Tractor and Semi-Trailer				
Tractor – Two Trailers				
Other				

### Citation Record for past 3 years

Date of Citation	Violation (Indicate if accident)	State Issued	Penalty	Injury Occurred

## Driving History (continued)

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

No \_\_\_ Yes \_\_\_ Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever had any license, permit or privilege ever been suspended or revoked?

No \_\_\_ Yes \_\_\_ Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Employment History

Please list last 4 places of employment and explain any gaps in employment:

Name of present of most recent employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position Held: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Name of direct supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Past employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position Held: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Name of direct supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Past employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position Held: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Name of direct supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Past employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position Held: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Name of direct supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Please indicate any dates for the gaps in employment and use this space to explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_ No \_\_\_ Yes. If yes, please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Job References

Please provide (3) persons for references other than family members who have knowledge of your work history or safety habits.

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

### TO BE READ AND SIGNED BY APPLICANT

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

It is agreed that Arbiter Express, LLC and its agents may investigate the applicant's background to obtain any and all information of concern to applicant's record including personal, employment, financial, medical, safety performance as required by 49 CFR 391.23 (d) and (e) and criminal records. It is understood that the applicant releases employers and person named herein from all liability for any damages on account of furnishing such information.

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 in no way obligates the Arbiter Express, LLC to employ for hire the applicant.

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

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Office Use Only:
