



No Bull - Just the Facts

At R. E. West, we've been hiring drivers with all levels of experience for a very long time. One thing we've learned : Communication is the key to success. When we are all on the same page, there are fewer misunderstandings and hard feelings. We think we've got a great job and a great opportunity to offer to you; the last thing we want to do is leave you feeling like some crucial piece of information about the job or our company policies was left out during your recruitment process. The following check-list serves several purposes : it keeps confusion between your recruiter and you at a minimum, it gives you an easy way to review our employment offer, and it allows you to have a concise summary of this job opportunity to share with loved ones.

One last thing: this is a living, breathing document. If at any time during your recruitment or orientation process you feel like something important was left out or you wish that you'd known something before you started with our company, please let us know and we will add it to this list.

Please Initial Each Item

_____ Driver's starting rate of pay has been agreed on as _____ CPM.
This is based on Driver having _____ of verifiable, recent experience. Driver understands they are being paid on PC Miler Short Mileage base.

_____ Sign-on Bonus is _____. Driver understands that they receive _____ the first week and _____ the second week. Driver understands that if they quit or are fired within the first six months of employment that the sign-on bonus will be taken back out of their last settlement. (Please note : A Sign-on Bonus is taxed at 25%)

_____ Flatbed/RGN Drivers will be paid _____ per mile for all escorted miles.

_____ Drivers with less than 1 year of verifiable OTR experience will be reviewed 4 times during their first 12 months of employment. (every 3 months). At each evaluation, they will be eligible for a \$0.01 per mile increase in pay. Further performance reviews will be given annually. **Reviews are not guarantees of pay increases. Pay increases are based on performance, safety, on-time percentage, and damages.**

_____ Driver with 1 year or more of verifiable OTR experience will receive first performance review after running _____ miles. Second performance review will be given after running _____ miles. Further performance reviews will be given annually. **Reviews are not guarantees of pay increases. Pay increases are based on performance, safety, on-time percentage, and damages.**

_____ Driver understands that they will be out _____ to _____ days at a time. Hometime during the week is sometimes possible but never guaranteed.

_____ For any driving positions designated as "home weekends", please understand that at R. E. West, we consider a weekend to be two nights at home:

Arrive home Friday : Be prepared to leave home on Sunday

Arrive home Saturday : Be prepared to leave home on Monday

_____ **"Home Weekends" DOES NOT apply to time spent in training.** Trainees and new drivers out with one of our trainers should NOT expect to be home until their training is completed.

Van trainees without a CDL should expect to spend up to 5 weeks away from home.

Flatbed/RGN trainees should expect to spend up to 6 weeks away from home.



Driver understands that if they quit or are terminated within the first six months of employment that \$85.00 will be taken out of their final settlement for the cost of their pre-hire physical. Also, Drivers not completing six months of employment will have the cost of their passport and/or TWIC card deducted from their last settlement if obtained through R. E. West, further any sign-on bonuses will be deducted from final settlements.

Driver understands that we have a two week hold back on pay. Ask your Recruiter for a schedule of your first few weeks of pay to avoid any confusion.

Driver understands that this is an over-the-road driving position. Drivers for R. E. West travel to all 48 continental states. Drivers must be able to obtain and keep a valid passport and use this passport to enter Canada.

Driver understands that under normal circumstances, R. E. West DOES NOT ALLOW our drivers to take their equipment home.

Driver understands that they will be parking their truck at :

_____.

Driver understands that R. E. West does have a pet policy in place. Full details are available from your recruiter or the HR department.

Driver understands that passengers are allowed in the truck as long as they are 10 years of age or older and have signed up through the company's rider program for \$11.00/month. Driver also understands that in order to qualify for the rider program they must first illustrate that they are capable of operating their equipment safely and maintaining a productive work record. Full details are available from recruiter or HR.

Driver understands that all trucks are equipped with the DriveCam system by Lytx. Part of this system is a camera that points inside the trucks at the driver and passenger seat and outside the front of the truck. Driver understands that during on-duty hours, interior camera must NOT be obstructed. During off-duty time the driver may use their privacy curtain to block the camera.

Driver understands that they must have or be able to obtain a passport and TWIC card (TWIC is required for flatbed / heavy-haul only). R. E. West will pay for passport and TWIC if the Driver does not have one at the time of hiring.

Driver understands that if they do not currently have a valid passport, they must bring an original long-form birth certificate with them to orientation so that they can apply for their passport.

Items the Driver MUST BRING to orientation : Driver's License, Social Security Card, Medical Card, Passport, TWIC Card (or long-form original birth certificate if Driver does not have a passport or TWIC Card).



Driver understands they need to bring their family's dates of birth, and social security #s with them to orientation if they plan on signing family members up for insurance.

Driver understands that R. E. West is a firearm-free zone. We do not allow firearms or explosive devices of any kind on our property or in our equipment. Possession of a firearm against company policy is grounds for immediate termination without warning.

Driver understands that to obtain and maintain employment with R. E. West they must be able to perform the duties outlined in their job description. For van drivers in particular, this means the driver must be able to assist with the unload of stacked water heaters. These units can weigh in excess of 80 lbs. Drivers will be instructed on safe and effective methods of unstacking and moving water heaters during their training. R. E. West reserves the right to terminate employment if it is deemed the driver is unable to safely, reliably fulfill this duty.

By affixing your signature, you agree that the above items have been covered with you during your recruitment process and that you understand each item is a non-negotiable requirement for gaining employment as an over-the-road driver at R. E. West.

Applicant

Print Name :

Signature :

Date :

Recruiter

Print Name :

Signature :

Date :
