MIXER DRIVER WELCOME PACKET

NICOLIA READY-MIX

"WE BUILD CITIES"

Est. 1959 - Serving Long Island for over 65 years

SCAN HERE TO COMPLETE FOLEY APPLICATION

WELCOME!

Good Morning!

MY NAME IS MICHAEL NICOLIA AND WELCOME TO TEAM NICOLIA

For over 65 years, my family has been the leader of Long Island's ready-mix concrete market. Today, we are proud to have you as a prospective mixer driver professional as well as a vital representative of our legacy.

Throughout this packet and provided resources, you will be able to retain and understand the fine details of this job. We are excited to learn and grow with you.

Michael A. Nicolia

EMPLOYEE INFORMATION

MEMO: ALL EMPLOYEES — In an effort to maintain the most accurate information, please fill out the information below and return this form as soon as possible. We are updating our records and payroll system and want to be sure we have the most current information on file. Any questions, contact us at 631-867-5012. Your cooperation is greatly appreciated.

Employee Name: Last		**First**	
Address:			
Cell #:		**Alternate #:**	

EMERGENCY CONTACTS

Name	Relationship	Cell / Phone #

JOB DESCRIPTION

POSITION: MIXER TRUCK OPERATOR

POSITION SUMMARY

THE ESSENTIAL FUNCTIONS AND OBJECTIVES OF THE JOB: DRIVING TO AND FROM JOB SITES DELIVERING AND UNLOADING CONCRETE FOR CUSTOMERS. EXTENSIVE CONTACT WITH THE CUSTOMER REQUIRES HONESTY, A HIGH LEVEL OF INTEGRITY, RELIABILITY, A GOOD WORK ETHIC AND A POSITIVE ATTITUDE. THIS POSITION REQUIRES THE ABILITY TO WORK WELL WITH OTHERS AND WITH CO-WORKERS. SOME DOCUMENTATION VERIFYING DELIVERY OF THE PRODUCT REQUIRES GOOD APTITUDE AND DECISION MAKING SKILLS.

PRINCIPLE RESPONSIBILITIES

THE PRINCIPLE RESPONSIBILITIES OF THE JOB:

1. DRIVE A MIXER TRUCK TO AND FROM JOB SITES DELIVERING AND UNLOADING CONCRETE FOR CUSTOMERS.
2. MANUAL LABOR REQUIRED TO SECURE AND RELEASE A LOAD, CLIMB LADDERS AND USE ACCESSORIES WITHOUT ASSISTANCE.

3. ENSURE CUSTOMER IS SATISFIED WITH THE PRODUCT AT THE POINT OF DELIVERY.
4. MAINTAIN AND OPERATE THE MIXER TRUCK AND OTHER EQUIPMENT IN ACCORDANCE WITH COMPANY POLICIES AND LEGAL GUIDELINES.

5. OTHER DUTIES AS ASSIGNED BY MANAGEMENT.

JOB ACTIVITIES

WORKING HOURS: 40 HRS. PLUS O.T. WORKING ENVIRONMENT: OUTSIDE ALL YEAR

TECHNICAL SKILLS: OPERATE THE TECHNICAL ASPECTS OF A MIXER TRUCK, OPERATE RADIOS & COMMUNICATIONS EQUIPMENT.

MANUAL PROCESSES: LIFTING, CLIMBING, OPERATE MACHINERY, SECURE & RELEASE LOADS OF CONCRETE.

PERSONAL CONTACT: CUSTOMERS, PEERS, SUPERIORS.

JOB REQUIREMENTS

EDUCATION: HIGH SCHOOL OR GED DESIRED
LICENSES: COMMERCIAL DRIVERS LICENSE – CLASS A OR B
UPDATED DOT MEDICAL CARD
CLEAN LICENSE- MUST TAKE PRE-EMPLOYMENT DRUG TEST
EXPERIENCE: AT LEAST 5 YEARS WITH CDL AND 3 YEARS WITH INDUSTRY EXPERIENCE PREFERRED
ABILITIES: GOOD COMMUNICATION, APTITUDE & DECISION MAKING

CHECKLIST

- [ ] **COMPLETE THE APPLICATION PROCESS**
  This includes watching our safety videos and scheduling your pre-employment drug test with our Safety Director Tom Bettua 631-275-3999
- [ ] **LEARN HOW TO COMPLETE DETAILED DVIR**
- [ ] **UNDERSTAND SLUMP & LOAD PRESERVATION**
- [ ] **UNDERSTAND OUR COMMUNICATION METHODS**
  Daily communication with dispatch department and batcher.
- [ ] **BE ABLE TO CONDUCT END-OF-DAY TRUCK PROCEDURES**
- [ ] **GET THE THUMBS UP FROM YOUR TRAINER👍**

CIRCLE COMPANY ABOVE **FILL USDOT NO. _____**

OBTAIN A PHOTO COPY OF THE DRIVERS LICENSE AND AN ORIGINAL OR A COPY OF CURRENT MEDICAL CERTIFICATE

DRIVER APPLICATION:

Applicant Name:		**Social Security#:**
Current Address: **City:** **St.** **Zip**		**Date of Birth:**
Company Name:	**Company DOT#:**	**Date of Application:**

Residence Past 3 Years

Address City:	St.	Zip	How Long?
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Applicant list the states and license numbers of all licenses held for the past 3 years – use revers side if needed.

Experience and Qualifications - Driver

STATE	LICENSE#	EXPIRATION DATE	CLASS A, B,	ENDORSEMENTS

DRIVING EXPERIENCE

Equipment Class	Type of Equipment Van,Flat,Tank,etc	**DATES** From	To	Approx # of Miles Total
Straight Truck				
Tractor Semi Trailer				
Tractor with Doubles				
Tractor with Triples				
Tractor with Tank				
Other				

Accidents/Crashes for the past 3 years or more

DATE	Nature of Accident (Backing, Head-on, Rollover, Turning)	Fatalities	Injuries

	I ***Moving Traffic Convictions and Forfeitures for the past 3 years.***		
Date of Conviction	Offense	Location	Type of Motor Vehicle Operated

A. Have you ever been denied a license, permit or privilege to operate a motor vehicle? [ ]Yes [ ] No

B. Has any license, permit or privilege ever been revoked? [ ]Yes [ ] No

If yes attach statement giving details.

This company requires all Drivers who drive Commercial Motor Vehicles (CMV) which require a Commercial Drivers License (CDL), to be controlled substances tested with a negative result prior to driving. Do you consent to such Testing? [ ] Yes [ ] No

EMPLOYMENT RECORD

All for past 3 years and Commercial Driving Experience for the past 10 years

Last Employer:
Position held: ______________ From: ______________ To ______
Address: City: ST:__
Telephone#:
Reason For Leaving:

Were you subject to the *Federal Motor Carrier Safety Regulations* at this employer? Yes No

Was your Job designated as a safety sensitive function in any DOT regulated mode and subject to alcohol and controlled substance Testing? Yes No

Last Employer:
Position held: ______________ From: ______________ To ______
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Telephone#:
Reason For Leaving:

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This certifies that this application was *completed by* me, *and that all entries on it and information in it are true to the best of my knowledge. I understand that previous employers will be contacted for the purpose of investigating safety performance and history.*

______________________________ ______________________

Applicant's Signature *DATE*