

Northwest Carriers Inc.

Mailing Address: PO Box Q, Physical Address: 630 East Main St., Othello, WA 99344
Toll Free (888) 748-5898 • (509) 488-2438 • Fax (509) 488-5786 • www.northwestcarriers.com
Safety Dept. (509) 488-2090 • FAX (509) 488-4001

Please include this sheet when giving application forms to prospective employees.

Employment Application Process:

1. Filling out the employment application. In this first step we need the prospective candidate to fill out the employment application and provide us with a copy of his/her current driver's license. A recent driving record abstract is also useful. This is the minimum amount of documentation needed for us to do preliminary work.
2. If the process is to continue beyond the preliminary review we will ask the prospective candidate to provide **original** copies of the following:

Current Commercial Driver's License.

Social Security Card (or other approved form of I-9 approved identity)

TWIC (Transportation Worker's Identification Card)

Current Medical Examiner's Certificate

When filling out the Driver's Application for Employment form:

1. Please use a pen and print legibly.
2. Answer all questions even if the answer is "No" or "N/A"
3. List your current and previous addresses of residency for at least the **past 3 years.**
4. Employment History:

List your **complete employment history for 3 years (includes both driving and non-driving employment)** preceding the date of your application. Additionally we need the applicant's CDL employment history for the 7 years prior to that. That's 10 years employment history total—3 years all jobs and 7 years prior for CDL jobs only.

Fill in each employment history block completely—to include complete mailing address with zip code. Be sure to include the first and last name of the Contact Person and the Area Code with the phone number.

5. Accident record, Traffic Convictions, and Driver Experience & Qualification must all be for at least the **past 3 years.**
6. Be sure and sign and date the application on both the front and back pages. Return the completed application to the address above or e-mail to fpalmiero@northwestcarriers.com.