HANDY TRUCK LINE

EMPLOYMENT APPLICATION

Diesel Mechanic / Shop

Please print clearly. Also available online at handytruckline.com/apply

Position applied for: **Diesel Mechanic / Shop**

Today's date: _____

ABOUT YOU

First name _____

Middle name (optional) _____

Last name _____

Cell phone _____

Email _____

Social Security number _____

City _____

State _____

ZIP _____

Text me about my application

☐ Yes, Handy Truck Line (Scott in HR) may text me at this number about my application. Msg & data rates may apply. Reply STOP to opt out.

WHEN AND WHERE

Earliest start date _____

Which shifts can you work? (check all that apply)

☐ Days ☐ Nights

Which terminal(s) would you like to work out of? (check all that apply)

☐ Paul, ID ☐ Meridian, ID ☐ Salt Lake City, UT (SLC) ☐ Twin Falls, ID ☐ Pocatello, ID

☐ No preference / any terminal

Are you legally authorized to work in the United States?

☐ Yes ☐ No

Are you 18 or older?

☐ Yes ☐ No

ABOUT THE JOB

The essential functions of this job: lift parts and turn wrenches, and work under and around trucks and trailers.

Can you perform the essential functions of this job, with or without reasonable accommodation?

☐ Yes ☐ No

If no: Anything you would like us to know? (optional)

YOUR SHOP EXPERIENCE

Years working on diesel / heavy trucks

☐ None yet ☐ Less than 1 year ☐ 1 to 2 years ☐ 2 to 5 years ☐ 5 to 10 years ☐ 10+ years

What are you good at? (check all)

☐ Engines / diagnostics ☐ Aftertreatment (DPF / SCR / EGR) ☐ Air brakes ☐ Electrical ☐ PM services
☐ Trailers (tank, bulk, flatbed) ☐ Reefer units ☐ Hydraulics / PTO / blowers ☐ Welding / fabrication ☐ Tires

Diagnostic software you know (check all that apply)

☐ Cummins INSITE ☐ Detroit DiagnosticLink ☐ PACCAR ESA / DAVIE ☐ Volvo / Mack PTT ☐ JPRO / Noregon
☐ Nexiq ☐ None yet

Do you have your own tools?

☐ Yes, a full set ☐ Some ☐ Not yet

Certifications (check all that apply)

☐ ASE (any T-series) ☐ ASE Master Truck ☐ Brake inspector qualified ☐ EPA 609 (A/C) ☐ Welding cert
☐ None yet

Are you qualified to do DOT annual inspections?

☐ Yes ☐ No ☐ Not sure

Do you have a CDL? (optional, handy for road tests)

☐ Class A ☐ Class B ☐ No

WORK HISTORY

Start with your current or most recent job. Approximate dates are fine.

Have you worked anywhere in the past 3 years? (including self-employed or military)

☐ Yes ☐ No

If no: What best describes the past 3 years?

☐ In school / training ☐ Looking for my first job ☐ Caring for family ☐ Medical / recovery ☐ Other

If no: Anything you want to add?

Employers (most recent first) (at least 1 required)

Employer 1

Company

City, state

Phone (if you know it)

Your job / title

Started

Ended

Reason for leaving

☐ I'm not sure of the exact dates

Employer 2

Company

City, state

Phone (if you know it)

Your job / title

Started

Ended

Reason for leaving

☐ I'm not sure of the exact dates

Employer 3

Company

City, state

Phone (if you know it)

Your job / title

Started

Ended

Reason for leaving

☐ I'm not sure of the exact dates

Employer 4

Company

City, state

Phone (if you know it)

Your job / title

Started

Ended

Reason for leaving

☐ I'm not sure of the exact dates

Need more room? Continue on the back of this page.

Explain any gaps in work history
Optional. Only if you had time between jobs.

Military service (optional): have you served in the U.S. military?

☐ Yes ☐ No

If yes: Branch

☐ Army ☐ Navy ☐ Air Force ☐ Marine Corps ☐ Coast Guard ☐ Space Force ☐ National Guard / Reserve

If yes: Years served

If yes: Anything relevant from your service? (e.g. drove heavy equipment)

REFERENCES

One is required, two is better. A former supervisor or coworker is great (not family).

References (at least 1 required)

Reference 1

Name

Phone

Relationship

Reference 2

Name

Phone

Relationship

BACKGROUND

Are you willing to take a pre-employment drug screen?

☐ Yes ☐ No

Have you ever been convicted of a felony?

A conviction does not automatically disqualify you. We look at each application individually.

☐ Yes ☐ No

If yes: Please explain: what the conviction was, when, and anything you would like us to know

CERTIFICATION AND SIGNATURE

Certification

☐ I certify that the information in this application is true and complete to the best of my knowledge. I understand that false or missing information may disqualify me or lead to dismissal if hired, and that employment with Handy Truck Line, Inc. is at will.

Verification and release

☐ I authorize Handy Truck Line, Inc. to verify the information in this application and to contact my former employers, schools and references. I release Handy Truck Line, Inc., my former employers, and anyone who provides information about me from any liability for any damage that may result from providing or using that information, to the extent permitted by law.

Signature of applicant

Date

Name (Please Print)

FOR OFFICE USE

☐ ID checked ☐ Entered online Received by

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Handy Truck Line, Inc. ("the Company") may obtain a consumer report and/or an investigative consumer report about you from a consumer reporting agency for employment purposes, both before you are hired and, if you are hired, during your employment.

These reports may include information about your criminal history, motor vehicle (driving) records, verification of your employment, education and licenses, and other background information. An investigative consumer report may include information about your character, general reputation, personal characteristics and mode of living, obtained through personal interviews with people such as former employers, coworkers and references.

You have the right, upon written request made within a reasonable time, to ask whether an investigative consumer report has been requested and to receive a complete and accurate disclosure of the nature and scope of the investigation. You may also request a copy of any report from the consumer reporting agency that prepared it.

A Summary of Your Rights Under the Fair Credit Reporting Act is available at https://www.consumerfinance.gov/learnmore/ and the Company will give you a copy on request.

AUTHORIZATION

☐ I have read the Disclosure Regarding Background Investigation above, and I authorize Handy Truck Line, Inc. to obtain a consumer report and/or an investigative consumer report about me for employment purposes.

Signature of applicant

Date

Name (Please Print)