

## DRIVER TRAINER (TRUCK)

### DEFINITION

Conducts and evaluates in-service training and instructional programs in driving efficiency, safety, and rules and regulations for District and contract truck drivers.

### TYPICAL DUTIES

Analyzes training needs and recommends driver training programs for the Truck Operations Section. Evaluates the driving skill and safety practices of truck drivers, and provides instructions as necessary.

Conducts in-service training classes in driving efficiency, safety, and pertinent provisions of the California Motor Vehicle Code and Occupational Safety and Health Administration regulations.

Administers driving performance tests to truck drivers.

Evaluates the driving skill of applicants for provisional assignments and approves or disapproves their employment.

Investigates accidents and maintains accident report files and records.

May drive any truck or tractor-trailer combination as permitted with a Class A Commercial Driver License and may hook and unhook trailers related to in-service training.

Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Driver Trainer (Truck) trains District and contract truck drivers in safe and efficient driving practices and in various laws, rules, regulations, and District policies. A Driver Trainer (Truck) performs site visits to evaluate District and contract driver activities.

The Truck Operations Manager plans and directs the Truck Operations Section and Mail Unit of the Procurement Services Group and provides technical advice to other branches that provide trucking services. The Assistant Truck Operations Manager assists the manager in the performance of duties.

A Driver Trainer (Bus-Truck) trains District bus and truck drivers and contract bus drivers in safe and efficient driving practices and in various laws, rules, regulations, and policies pertaining to transportation.

### SUPERVISION

General supervision is received from the Truck Operations Manager. Technical supervision is exercised over the activities of drivers and lower-level staff such as Stock Workers and Truck Drivers during training.

## CLASS QUALIFICATIONS

### Knowledge of:

Safe and efficient driving principles and techniques, especially as they pertain to the operation of heavy trucks and load securement, as outlined in federal, State and local regulations  
All braking systems including air, electric, hydraulic, and vacuum brakes  
Design fundamentals and characteristics of internal combustion engines, including gasoline, and diesel, compressed natural gas, liquefied natural gas, and propane power plants related to proper operating techniques, and the various mechanical components of various vehicle chassis and related material handling equipment  
Principles and practices of in-service training, including the learning process  
Federal, State, local agencies, and District rules, regulations, or codes governing Truck Operations and traffic laws  
Microsoft Windows Operating Systems and Office Suite Programs

### Ability to:

Operate a wide variety of trucks including rubbish, semi-trucks, all trailers/forklifts configuration, and truck trailer configurations safely and competently  
Make effective oral and written presentations  
Interact effectively and diplomatically with District administrators and officials of other public agencies  
Analyze work situations to determine training needs and implement effective training sessions or programs  
Operate a computer and associated peripheral equipment

### Special Physical Requirements:

Ability to reach overhead and safely lift, carry, push, or pull weights up to 100 pounds  
Ability to stand, walk, bend, and kneel  
Ability to stand and work in extremely cold temperatures for short periods of time

## ENTRANCE QUALIFICATIONS

### Education:

Graduation from high school or evidence of equivalent educational proficiency, preferably supplemented by courses in human relations, driver education, and motor vehicle safety.

### Experience:

Five years of experience driving heavy vehicles, such as rubbish trucks, and semi-trucks that require a California Commercial Class A Driver License.

### Special:

A valid unrestricted California Commercial Class A Driver License with both special endorsements for hazardous materials, and doubles/triples is required at the time of appointment.

Completion of a certified forklift driver's instructor course must be obtained prior to completion of the probationary period.

## SPECIAL NOTE

Effective January 1, 1995, all employees in this classification are subject to the Federal Highway Administration regulations for drug and alcohol testing as required by the Omnibus Transportation Employee Testing Act of 1991.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

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JPK