

MUTUAL EXPECTATIONS

These were developed to be clear about what can be expected by each party during the training period.

Expected from Student Co-Driver

- Attitude
 - Promptness
 - Acceptance of constructive feedback
 - Motivated to learn
 - Willingness to communicate and ask questions
 - Polite and respectful
 - Working with load planners and driver manager
 - Brings items expected to bring; leaves behind items expected to leave behind
 - Immediate, cheerful obedience to Trainer's instructions (What Trainer says goes, no questions asked.)
- Appearance
 - Good personal hygiene: when Trainer gets a shower, Student Co-Driver gets one as well.
 - Taking care of company's and Trainer's property. Please don't leave belongings scattered all over!
 - Smoking policy in the truck
- Skill Improvement
 - Driving and backing (as soon as possible, Student Co-Driver will do all the backing)
 - Use of QUALCOMM for communication
 - Map reading and trip planning
 - Proper completion of paperwork
 - Watch Trainer perform customer service at shipper and receiver
 - Fueling and scaling loads
 - Log sheets will be reviewed daily
- Safety
 - Using safe driving techniques (such as Smith System or other methods)
 - Don't ever take chances
 - No moving violation traffic citations (if Student Co-Driver gets one, the company won't keep you!)
 - Sealing and locking loads
 - High Value Load (HVL) procedures
 - When Student Co-Driver get tired, please tell Trainer!

Expected from Trainer

- Student Co-Driver will be treated with dignity and respect; Trainer will not disrespect you through yelling or using ugly, improper words.
- Trainer will be awake and in the passenger seat at all times when Student Co-Driver is driving.
- Trainer and Student Co-Driver will share loading and unloading chores 50/50.
- Student Co-Driver will do as much trip planning, routing, backing and other low speed driving as possible.
- Student Co-Driver will use the QUALCOMM as much as possible.
- Trainer will provide frequent commentary and driving demonstrations, but Student Co-Driver will drive at least 75% of the time.
- Trainer and Student Co-Driver will both observe the company's policy prohibiting sexual harassment.
- Trainer will be in the best position to assist in backing, moving around a lot on the ground so that Student Co-Driver doesn't hit anything!

Student Co-Driver: _____

Driver Trainer: _____

Courtesy of: <http://www.truck-drivers-money-saving-tips.com/>