

## COMPETENCY-BASED OCCUPATIONAL FRAMEWORK FOR REGISTERED APPRENTICESHIP

# Heavy and Tractor Trailer Truck Driver

ONET Code: 53-3032.00

RAPIDS Code: 2072CB

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# Work Process Schedule

WORK PROCESS SCHEDULE		ONET Code: 53-3032.00	
Heavy and Tractor Trailer Truck Driver		RAPIDS Code: 2072CB	
JOB TITLE:			
LEVEL:		SPECIALIZATION:	
STACKABLE PROGRAM <input type="checkbox"/> yes <input type="checkbox"/> no			
BASE OCCUPATION NAME:			
Company Contact: Name			
Address:		Phone	Email
Apprenticeship Type: <input type="checkbox"/> Competency-Based <input type="checkbox"/> Time-Based <input type="checkbox"/> Hybrid		Prerequisites	
<b>JOB FUNCTION 1:</b> Maintain a safe vehicle in good operating order and in compliance with legal and regulatory requirements			
Competencies	Core or Optional	RTI	OJT
A. Check vehicle to make sure that mechanical, safety and emergency equipment is in good working order	Core		
B. Maintain accurate logs of working hours, engine miles, vehicle service and repair status to ensure compliance with applicable state and federal regulations	Core		
C. Complete a vehicle inspection report	Core		

<b>JOB FUNCTION 2: Properly and safely prepare vehicle, including loading</b>			
<b>Competencies</b>	<b>Core or Optional</b>	<b>RTI</b>	<b>OJT</b>
A. Conduct pre-trip inspection of critical vehicle components and complete Driver Vehicle Inspection Report	Core		
B. Perform en route inspections to ensure proper and safe operation of vehicle	Core		
C. Perform post-trip inspection and make notes of actual or suspected abnormalities or malfunctions	Core		
D. Couple tractor and trailer safely and properly	Core		
E. Uncouple tractor and trailer safely and properly	Core		
F. Make efficient trip plans taking into account fuel use, ease of transport, hazards mitigation, and state regulations	Core		
<b>JOB FUNCTION 3: Safely travel and transport goods (if loaded) to correct location, meeting or exceeding deadlines</b>			
<b>Competencies</b>	<b>Core or Optional</b>	<b>RTI</b>	<b>OJT</b>
A. Enter and start the vehicle properly	Core or Optional		
B. Put vehicle in motion and drive properly and safely	Core or Optional		
C. Shift properly to maintain speed and motion	Core or Optional		
D. Operate vehicle in reverse and dock in an appropriate and safe manner	Core or Optional		
E. Bring vehicle to a stop, including parking	Core or Optional		
F. Conduct preemptive visual search to stay alert to and enable appropriate defensive response to hazards	Core or Optional		
G. Manage speed to ensure safe passage and conformance with state and federal laws and regulations	Core or Optional		
H. Maintain proper vehicle spacing for safe operation and hazard response	Core or Optional		

I. Exercise appropriate precautions at railroad crossings	Core or Optional		
<b>JOB FUNCTION 4: Pick up and deliver cargo on time and in good condition</b>			
Competencies	Core or Optional	RTI	OJT
A. Verify cargo types, nature, amount, and condition of cargo at pick-up and delivery	Core or Optional		
B. Load, secure, and cover cargo as necessary and deliver to appropriate location	Core or Optional		
C. Obtain necessary permits to transport cargo, if necessary	Core or Optional		
D. Appropriately secure and protect high risk and high value cargo, obtaining necessary approvals and insurance coverage if necessary	Core or Optional		
E. Accurately weigh loads and maintain weight distribution requirements	Core or Optional		
<b>JOB FUNCTION 5: Utilize appropriate vehicle communication devices; communicate with others regarding vehicle operation and maintenance, safe driving protocols, and cargo transportation and delivery</b>			
Competencies	Core or Optional	RTI	OJT
A. Use appropriate signals and vehicle communications technology to communicate with other drivers	Core or Optional		
B. Communicate appropriately with company dispatch operators and others engaged in the loading and receiving of goods	Core or Optional		
C. Report malfunctions, breakdowns, or maintenance needs accurately and promptly	Core or Optional		
D. Document cargo transportation and delivery specifications and actions	Core or Optional		
E. Seek manager authorizations when necessary	Core or Optional		
F. Maintain positive customer relations	Core or Optional		
G. Seek roadside assistance from appropriate sources, when necessary	Core or Optional		

**JOB FUNCTION 6:** Maintain accurate and complete records related to travel times, distances, expenses, and delivery of products

Competencies	Core or Optional	RTI	OJT
A. Maintain accurate records regarding trip route, time, estimated fuel requirement and cargo	Core or Optional		
B. Follow regulations and procedures to obtain special permits when necessary	Core or Optional		
C. Correctly complete and submit cargo claims in the event of loss, damage, or refusal upon delivery	Core or Optional		
D. Maintain records regarding load weights	Core or Optional		

**JOB FUNCTION 7:** Drive truck during the day and at night, in a variety of weather situations and road conditions

Competencies	Core or Optional	RTI	OJT
A. Operate vehicle safely at night	Core or Optional		
B. Operate vehicle safely in cold weather	Core or Optional		
C. Operate vehicle safely in hot weather	Core or Optional		
D. Operate vehicle safely in mountainous terrain	Core or Optional		
E. Operate vehicle safely in wet conditions	Core or Optional		
F. Operate vehicle safely in windy conditions	Core or Optional		
G. Operate vehicle safely in construction zones	Core or Optional		
H. Scan, detect, and respond properly to potential dangers in the driving environment	Core or Optional		
I. Use emergency maneuvers to avoid or recover from skids	Core or Optional		

**JOB FUNCTION 8:** Operate according to health, safety and environmental standards, best practices, and requirements

Competencies	Core or Optional	RTI	OJT
A. Comply with hours of service requirements	Core or Optional		
B. Operate in a way that minimizes negative impact of transportation on environmental health and safety	Core or Optional		
C. Respond appropriately and complete proper documentation in the event of an accident	Core or Optional		
D. Manage life on the road to minimize stress and maintain health	Core or Optional		

# Specialization

Type of Specialization: \_\_\_\_\_

JOB FUNCTION 1:		
Competencies	RTI	OJT

  

JOB FUNCTION 2:		
Competencies	RTI	OJT

  

JOB FUNCTION 3:		
Competencies	RTI	OJT

JOB FUNCTION 4:		
Competencies	RTI	OJT
JOB FUNCTION 5:		
Competencies	RTI	OJT
JOB FUNCTION 6:		
Competencies	RTI	OJT





# Related Technical Instruction Plan

<b>COURSE NAME</b>	<b>Course Number</b>
	<b>Hours</b>
<b>LEARNING OBJECTIVES</b>	
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	<b>Hours</b>
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