

Essay on driver qualification hiring audit question

[Business](#), [Company](#)



Highlighted hereunder are audit questions (open-ended audit type question) for a company based on the given unit.

1. Are there specific criteria (written policies) for hiring, and are the policies followed on all the new hires?
2. Does the company put in place mechanisms that improve driver quality? What are they, if any?
3. Does the company have a system that ensures that drivers' medical information is up to date and accurate based on the laid down guidelines?
4. During the medical examination form completion, what measures does the company put in place to ensure that the physicians are well knowledgeable?
5. Does the company put in place necessary measures to ensure that CDL requirements are met?
6. Are there measures to ensure that all the CDL licenses are valid and current?
7. In case of any violation, are the drivers required to report? Are all the violations documented in files?
8. How often are the drivers' violations reviewed? Are there measures to ensure validity of the documentation?
9. Are there valid documentations of road tests? Are they reflected in files?
10. Does the company clearly spell out the driver qualifications? What documents must the driver present to qualify?
11. Does the company keep a complete, accurate, and up to date driver qualification file?
12. Does the file reflect accurate investigations of the driver's past employment history?

13. Do all the new drivers produce Motor Vehicle Records? Are these records compared to the company's hiring criteria or policies?

14. How often does the company develops job standards and descriptions, and carry out job analysis?