

GENERAL INFORMATION

Selected qualified applicants will proceed through a process of testing and training to develop the skills and knowledge necessary to conduct basic Class 5 driver examinations to provincial standards.

Alberta Transportation, Driver Programs and Licensing Standards has a mandate to promote the safety of all those who share the streets and highways. Driver Examiners are required to commit to upholding a Code of Conduct and Ethics.

Driver Examiners must establish an affiliation with an Alberta Registry Agent or Agents. The expected number of examinations and remuneration of pay will vary depending on market demand. Alberta Transportation does not guarantee employment of an Examiner.

Driver Examiners will be monitored regularly to ensure that examinations are conducted according to government policies, standards and regulations.

APPLICATION REQUIREMENTS

Each applicant is required to:

- Have five years driving experience with a non-GDL Class 5 or higher operator's licence;
- Have a satisfactory driving record with less than seven demerit points;
- Have an operator's licence that was not cancelled or suspended under the Traffic Safety Act during the two years immediately preceding this application;
- Have an operator's licence that was not cancelled or suspended under the Criminal Code (Canada) during the five years immediately preceding this application;

- Hold a valid Class 1, 2 or 4 Alberta operator's licence;
- Have a satisfactory criminal record check (dated within 90 days of application being received) conducted by a police service and the original report included with the application;
- Provide proof of grade 12 education;
- Authorize the release of the results of a background check, which may include Civil Action and Reference Checks; and
- Undergo an interview.

ADDITIONAL REQUIREMENTS

Applicants who successfully pass the initial screening will be required to undergo an interview and provide two written references.

Successful applicants will be required to pay an administration fee and undergo a minimum 7 day Class 5 training course.

Applicants who possess a Driving Instructor's Licence must allow this licence to be cancelled if they are successful in becoming a licensed Driver Examiner.

An applicant who is an owner, part owner, shareholder, director, partner or an employee of, or in a business that is a Registry Agent, can not be licensed unless willing to cancel all ties with the Registry Agent at time of licensing.

An applicant who is an owner, part owner, shareholder, director, partner or an employee of, or in a business that is a driver training school, cannot be licensed unless willing to cancel all ties with the driver training school at time of licensing.

Applicants will be required to successfully complete an entry level written examination and a road test in a manual transmission vehicle as a prerequisite to basic Class 5 driver examiner training. Successful completion of an exit level examination is also required. Only two attempts for each testing component are allowed. If an applicant is unsuccessful after two attempts, an application may be re-submitted after two years (from original application date) together with a current Criminal Record Check dated within 90 days of the resubmitted application.

A Driver Examiner is prohibited from testing students of any driver training school that is owned by or employs a member of the examiner's family.

A Driver Examiner is prohibited from testing clients of any Registry Agent office that is owned by or employs a member of the examiner's family.

Fees: \$ 75.00 – Administration
\$700.00 - Basic Class 5 Training
\$ 60.00 - Two Year Licence

Applications, along with a current and original Criminal Record Check, may be sent to:

Alberta Transportation

Driver Programs & Licensing Standards
Room 109, 4999 – 98 Avenue NW
EDMONTON AB T6B 2X3

OR

Alberta Transportation

Driver Programs & Licensing Standards
1st Floor, 803 Manning Road NE
CALGARY AB T2E 7M8

Telephone: 780-427-8901

Fax: 780-427-0833

Telephone: 403-297-6679

Fax: 403-297-8682



SAFETY STARTS WITH YOU!

For further information, contact one of the above offices, or visit www.transportation.alberta.ca.

WE THANK ALL APPLICANTS FOR THEIR INTEREST, HOWEVER, ONLY INDIVIDUALS SELECTED FOR AN INTERVIEW WILL BE CONTACTED.
TRANS 3165 (2010/02)