



Line Instructor Interest/Change Form

_____ I am currently a Line Instructor and I would like to continue being a Line Instructor

_____ I am currently NOT a Line Instructor and I would like to become a Line Instructor

_____ I am currently a Line Instructor and would NOT like to be a Line Instructor in the future

Name: _____ Date: _____

Signature: _____

Criteria to Become/Continue Being a Line Instructor:

In order to ensure that our Line Instructors are up to the task, the following criteria will have to be met or exceeded by a potential Line Instructor candidate:

1. At least 6 months (not including LOA) must have lapsed since completing training.
2. The operator has driven at least 500 hours since completing the final classroom in training.
3. No more than 6 performance points on their record.
4. No more than 3 safety points on their record.
5. The combined total of performance and safety points on their record must not exceed 6.
6. They must attend the required Line Instructor's training session hosted by the training office.
7. Final approval is to be given by the Operations Manager.



Criteria Checklist

Candidate Name:					
Criteria	Checked by	Date	Yes Complies	No Does not Comply	Signature
6 Months					
500 Hours					
=< 6 Attendance Pts					
=< 3 Safety Pts					
=< 6 Total Pts					
Training attended					
Final Approval					
Recertification Date					

Acknowledgment

I _____ Hereby acknowledge that I understand my role and responsibilities as a line instructor for Blacksburg Transit and the standards that I will be held to.

I would prefer to be scheduled to have trainees a MAXIMUM of _____ Shifts per week.

Signature: _____ Date: _____