



Commercial Driver

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
COMMERCIAL DRIVER I	9330	B20	\$51,158 - \$81,351
COMMERCIAL DRIVER II	9332	B21	\$54,278 - \$87,046
COMMERCIAL DRIVER III	9334	B22	\$57,614 - \$93,138
COMMERCIAL DRIVER IV	9336	B23	\$61,184 - \$99,658

GENERAL DESCRIPTION

Performs specialized commercial driving work requiring a Commercial Driver License (CDL) involving operating large and heavy vehicles to transport cargo and/or passengers safely over local, regional, or long-distance routes.

DISTINGUISHING CHARACTERISTICS

The Commercial Driver job classification series is intended for positions that require a CDL and involve operating large and heavy vehicles, such as tractor-trailers, heavy box trucks, and buses. These positions are responsible for the safe transport of cargo and/or passengers over various distances and may involve hazardous materials, oversized loads, or emergency response duties.

In contrast, the Vehicle Driver job classification series should be primarily used for positions that do not require a CDL and typically involve operating standard light-duty vehicles (e.g., light delivery vans, sedans, and minivans) for deliveries, mail transport, and general in-agency support functions. Exceptions at the higher levels may include driving lighter passenger transport vehicles that may require a CDL.

EXAMPLES OF WORK PERFORMED

Operates commercial motor vehicles requiring a valid CDL, to transport passengers and/or cargo across local and long distances, ensuring safe and efficient delivery.

Follows established routes and schedules; complies with federal, state, and agency motor vehicle laws and regulations.

Prepares and maintains records and logs related to vehicle operations and ensures that all required documentation is accurate and complete, including pre- and post-operation inspections.

Performs minor vehicle maintenance, fueling, and emergency repairs as needed.

Ensures that vehicle passenger and cargo capacity is not exceeded, passengers use safety restraints, and cargo is distributed to reduce maximum axle loading.

Ensures the safe and secure storage of cargo and reviews and verifies inventory and shipping documents.

Adheres to delivery times and schedules.

Maneuvers through truck loading and unloading areas; follows loading crew signals for safe operation.

Loads, secures, and unloads cargo according to regulatory standards using manual hydraulic pallet jacks, forklifts, or other specialized equipment.

Supports emergency Continuity of Operations efforts, including disaster response, evacuations, and emergency supply transport.

Performs related work as assigned.

DESCRIPTION OF LEVELS

Examples of work and descriptions are meant to progress through the levels. For example, an employee at level IV may also perform work listed within the previous levels.

Note: Factors that may distinguish between levels include the type of vehicles being driven; driving assignments (e.g., hazardous materials, long-haul routes, and oversized loads); the level of responsibility for route planning and coordination; oversight of vehicle maintenance and compliance; supervisory/work lead duties over other drivers; and the employee's commercial driving experience, training, and licensures, including the gross vehicle weight rating (GVWR).

COMMERCIAL DRIVER I: Performs moderately complex (journey-level) motor vehicle operations work requiring a CDL, generally a Class C or higher, to operate vehicles with a GVWR of 26,001 pounds or less. Work assignments typically involve routine cargo or passenger transport within a regional area. Vehicles operated may include passenger vans or small hazmat trucks. Works under general supervision, with limited latitude for the use of initiative and independent judgment.

COMMERCIAL DRIVER II: Performs complex (journey-level) motor vehicle operations work requiring a CDL, generally a Class B or higher. Work involves operating a single vehicle with a GVWR of 26,001 pounds or more or operating a combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more, provided the towed vehicle has a GVWR of 10,000 pounds or less. Vehicles operated may include heavy box trucks and buses that have a large capacity. Works under general supervision, with limited latitude for the use of initiative and independent judgment.

Note: Senior-level employees (levels III and IV) often apply their specialized expertise to transport the heaviest, most sensitive, or highest-value cargo and/or operate vehicles with the largest passenger capacities.

COMMERCIAL DRIVER III: Performs highly complex (senior-level) motor vehicle operations work, requiring a Class A CDL. Work involves operating a single vehicle with a GVWR of 26,001 pounds or more or operating a combination of vehicles with a GCWR of 26,001 pounds or more, where the towed vehicle has a GVWR greater than 10,000 pounds. This may include operating tractor-trailers, tractor-trailer buses, and truck and trailer combinations. Works under limited supervision, with moderate latitude for the use of initiative and independent judgment.

Employees at this level may:

- Arrange trailers in shipping yards for optimum loading patterns.
- Perform pre-trip and post-trip inspections of vehicle and/or trailer.
- Participate in preventative maintenance and scheduling activities.
- Provide assistance in the oversight of other drivers and in identifying and reporting mechanical issues requiring maintenance attention.

COMMERCIAL DRIVER IV: Performs advanced (senior-level) motor vehicle operations work requiring a Class A CDL. Work involves operating a single vehicle with a GVWR of 26,001 pounds or more or operating a combination of vehicles with a GCWR of 26,001 pounds or more, where the towed vehicle has a GVWR greater than 10,000 pounds. Works under limited to minimal supervision, with moderate to considerable latitude for the use of initiative and independent judgment. Employees at this level may:

- Oversee a team of drivers, ensuring compliance with regulations and optimizing logistics.
- Contribute to budgeting and cost-efficiency efforts for fuel usage, vehicle maintenance, and operational logistics.
- Plan and coordinate deliveries and routes to maximize operational efficiency and meet deadlines.
- Lead training efforts on vehicle operations and safety protocols, including compliance with federal and state transportation regulations.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience operating large or heavy commercial motor vehicles requiring a CDL. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

For all levels

- Knowledge of commercial motor vehicle operations, including the safe transport of passengers, cargo, goods, and materials; proper loading and unloading methods; traffic rules and regulations; and basic vehicle maintenance requirements.

- Skill in operating commercial motor vehicles, specifically vehicles that require a CDL; and in operating specialized equipment for loading and unloading goods and materials.
- Ability to comply with traffic laws, to follow schedules and instructions in operating vehicles, and to communicate effectively.

Additional for Commercial Driver III – IV levels

- Knowledge of fleet operations procedures, including preventative maintenance scheduling and inspection standards.
- Skill in identifying mechanical issues.
- Ability to plan and organize delivery routes, to manage operational logistics, to oversee vehicle condition and readiness, and to serve as a lead worker providing direction to others.

REGISTRATION, CERTIFICATION, OR LICENSURE

Must possess a valid Commercial Driver License (CDL) for operating commercial motor vehicles in interstate and/or intrastate commerce.