

Professional Class 3 Driver FAQ's

1. What is WBF's mission statement?

Our mission is to foster economic security for women facing barriers to entry in a workforce where they are traditionally underrepresented. We provide industry recognized training in the construction trades, maintenance, transportation industries and more.

2. Are the programs only for women?

We recognize the term "women" may not include diverse identities of which our program is meant to support. We welcome and strive to create an inclusive environment for all gender diverse identities through assessment, training, job placement and job retention support. Our mission is one of equity and we work to increase representation in industries where these groups have been historically underrepresented.

3. How long is the program?

6+ weeks – You will spend the first 3 weeks training with WBF, and then you will continue your training separately with the in-truck training provider. The overall program length may be extended if you need to rewrite any tests, if driving sessions need to be rescheduled, or if the road test needs to be repeated. If there are no delays, you can expect to finish your training on time.

4. Are the programs full-time hours?

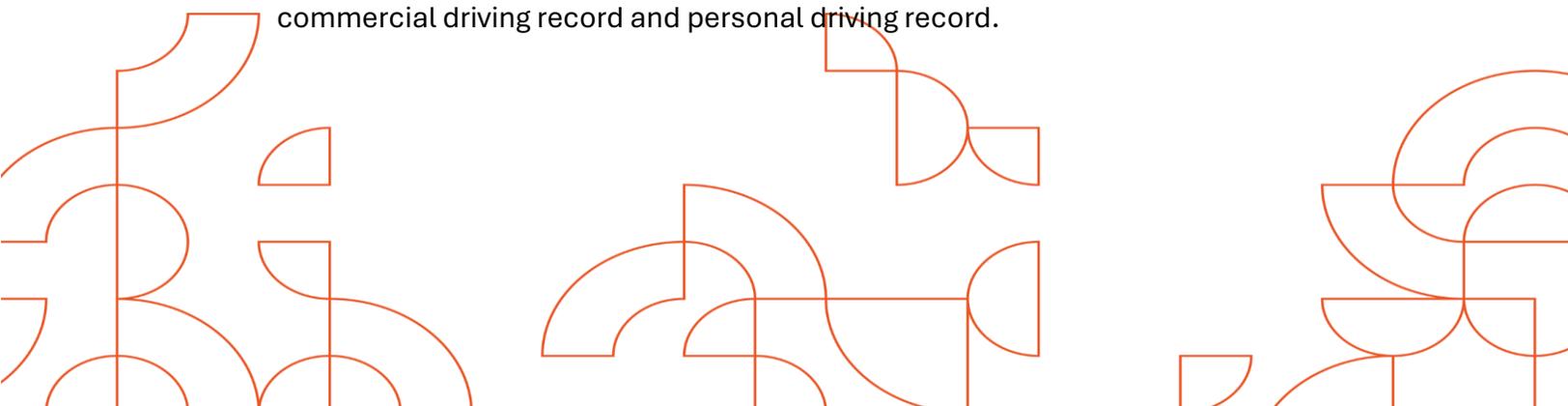
The first three weeks of training are a mix of virtual and in-person, running Monday to Saturday from 8:00 a.m. to 5:00 p.m. Some days may run longer, so applicants should be prepared to be flexible with their schedule.

5. Do I have to have my own vehicle to take this training?

You're not required to have a vehicle right now, but it's a great idea to start planning for one. Many employers are located in industrial areas where public transportation may be limited, especially early in the morning or later in the day. Having your own vehicle will open far more job opportunities and give you much more flexibility in your schedule.

6. Does it have to be a 5-year commercial abstract?

Yes, everyone has a commercial abstract even if you have or have not driven a commercial vehicle. This abstract shows employers that you have a clean commercial driving record and personal driving record.



7. Do I have to upgrade my licence from GDL to a full Alberta Class 5?

Yes, the paper from the registry you received in the mail will not suffice. You will have to upgrade your licence by a certain date while in the recruitment process with us. Your advisor will communicate on which date to have it removed by.

8. Do I have to be drug-free?

Yes, while cannabis has been legalized, the employers we may refer you to after completing training require a negative drug test. Safety is a top priority in the workplace, and using substances like marijuana can impair judgment and reaction time, potentially putting both your life and the lives of others at risk. It's important to consider making lifestyle adjustments during our recruitment process, as you will need to pass a drug, alcohol, and fitness test at a certain stage to ensure a safe working environment.

9. Why do I have to be able to lift 50 pounds?

As a Class 3 driver, you're often required to lift 50lbs because the job can involve physically demanding tasks, such as loading and unloading cargo, handling equipment, and securing loads. Being able to lift 50lbs ensures you're capable of safely managing these tasks without risking injury. It also helps you meet safety standards and handle emergencies, making you a more effective and reliable driver in the field.

10. What does the 50lbs fitness test entail?

You'll start with a 3-minute warm up on a 3-tier stepper to some upbeat music, then you'll head over to the lifting and carrying stations. You will complete a series of lunges, squats, and overhead carry while carrying 50lbs in weight. There is no running entailed. Your advisor will ensure you are prepared for this step. To view the fitness assessment, click [here](#).

11. How much does the program cost?

The training costs are free for candidates that meet all recruitment criteria and are selected for training.

12. Does WBF help with living costs?

Cost-of-living is the responsibility of the student. Once you have been accepted into training, you and the advisor will have a conversation regarding your finances because everyone's financial situation is very different. WBF may be able to support through internal funding sources, this process is application-based, relying on an assessment, and undergoing an approval process.



We will do our best to support with necessities but might not be able to cover some essential expenses because it is to support and is not income replacement. We're also looking primarily at folks who will be in a deficit with their expenses after considering all their sources of income. There are a few different ways to cover cost-of-living for example support from a partner, friend or family member, Alberta works, working a part-time job or savings, etc.

13. Does the training include airbrakes?

Yes, students will need to pay out-of-pocket at the registry, however they will be reimbursed.

14. Does this training include the written knowledge test?

No, you will need to complete the written knowledge test during the recruitment process. Please wait for your advisor to let you know when it's time to complete it.

15. What does the Professional Class 3 training include?

It includes safety certifications, airbrakes training, driver training and practice time, WBF Best Practices are on a variety of topics, a financial toolkit, personal development, and the road test using a manual-transmission vehicle.

16. If I have some of the safety tickets already, do I have to do them in the training?

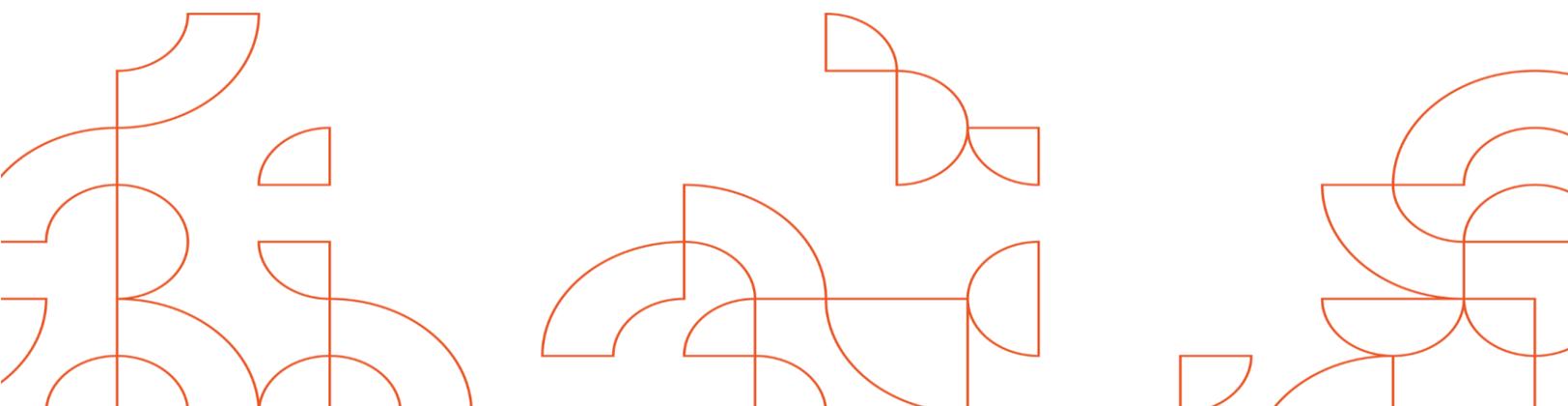
Yes, our programs are designed for entry level candidates. You would have to participate in all components of our training.

17. What if I do not have a clean abstract?

WBF may make exceptions for abstracts that show only minor issues, such as a speeding infraction. We strongly recommend obtaining a 5-year commercial driver's abstract so the advisor can fully review your record and offer guidance. All traffic fines must be paid in full before training begins. If you have lost demerits, we also recommend completing a defensive driving course through your local registry to help replenish them.

18. Can I apply with an out-of-province driver's licence?

Yes, you can apply. You will need to transfer your licence to Alberta during the recruitment process. Please complete this as soon as possible, your advisor will provide a due date for when it must be done.



19. Can WBF Alumni apply to this program?

There are specific criteria that alumni must meet in order to be considered for additional training through the Alumni and Career Services department. We recommend connecting with an advisor to discuss the options available. The advisor will ask a few questions to better understand your situation and determine the best way to support you.

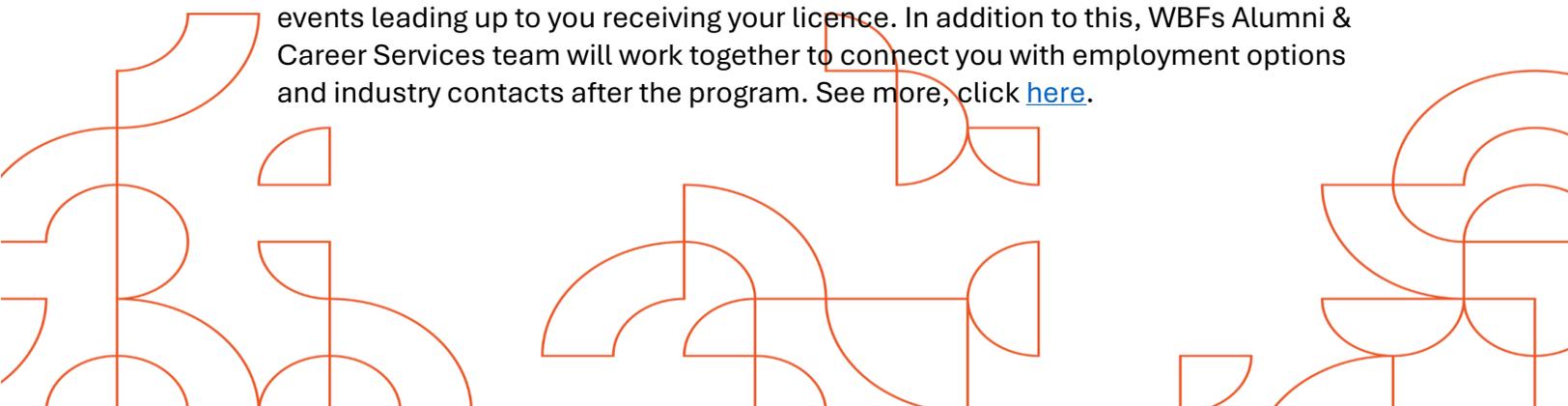
20. How do you choose the applicants for the training?

Our class selection process is based on several criteria, each candidate's profile is reviewed during what we call class selection, where a representative from the appropriate WBF department contributes to the final choice. Our teams ensure that those selected are fully prepared and committed to succeeding in the program and in future employment opportunities. Each department contributes to a well-rounded and informed decision by reviewing applicants against several key criteria, including:

- Communication skills, attitude, and professionalism
- Quality and completeness of the career investigation report
- Completion of all required documents and assessments
- Ability to accept and apply feedback
- Successful results on drug, alcohol, and fitness testing
- Meeting all "ready, willing, and able" expectations
- Completion of any action plans set by your advisor
- Holding a valid Alberta Class 5 driver's license
- Having a reliable vehicle or a practical transportation plan

21. Does WBF get us a job after training?

Once you complete a WBF program, your support doesn't end. Our Alumni & Career Services team continues to help you throughout your working career. While WBF expects you to be job-ready at graduation, you will still need to put in the effort to secure employment and go through each employer's hiring process. If you are in good standing and considered employment-ready, WBF will support you with Earned Referral(s). With your permission, your advisor can send your resume directly to our values-aligned partners who have hiring projections within 60 days of you attaining your licence. This gives your application more visibility, though the final hiring decision always belongs to the employer. Our services are meant to **support** your job search, not replace it. You will still be responsible for applying to opportunities online. We encourage you to attend networking and employment events leading up to you receiving your licence. In addition to this, WBF's Alumni & Career Services team will work together to connect you with employment options and industry contacts after the program. See more, click [here](#).



22. How long do I have to work with a WBF partner?

The more time you invest in developing your skills with one employer, the stronger your work history, reputation and future opportunities will be. We strongly recommend committing to a minimum of six months with your employer. This timeframe allows you to build a solid reputation, gain consistent hands-on experience, become comfortable working in various areas, and learn how to perform successfully in all weather conditions throughout all four seasons.

