



Long Island Rail Road
Going your way

BID SHEETS

THE LONG ISLAND RAIL ROAD
PROCUREMENT & LOGISTICS DEPARTMENT

April 20, 2016

BULLETIN NO. 2413 (re post of 2401)

TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENIORITY ROSTER OF CLERICAL FORCES:

Bids for the following position in the Procurement & Logistics Department will be accepted by the Administration Section (Barbara DeBois-bdebois@lirr.org), Mail Code 0335, until 5:00 P.M. on April 29, 2016.

POSITION: Clerk Typist – Procurement (D. Oliva)

LOCATION: 347 Madison Avenue New York NY

TOUR OF DUTY: 8:00 a.m. to 4:00 p.m. (or 7:30-3:30)

REST DAYS: Saturday and Sunday

RATE OF PAY: \$32.65 per hour

DUTIES: Must be a qualified typist (45 WPM) experienced in Microsoft Word and have a thorough knowledge of grammar, punctuation, spelling and letter composition to perform word processing assignments consisting of letters, forms, lists, bid documents, contracts, labels, mail merges, etc. Must have a working knowledge of Excel. General clerical duties include answering phones, scheduling meetings, distributing mail, filing and other related administrative duties.

QUALIFICATIONS: Thoroughly trained, experienced, rapid and accurate word processing skills (WORD), and working knowledge of Excel.

Barbara DeBois
Manager – Administration

POSTED: 9:00 AM

**THE LONG ISLAND RAILROAD
OFFICE OF CORPORATE SAFETY
BULLETIN NO. 04-2016**

Resumes will be accepted for the **APPOINTED** position of **Safety Assistant** in the Office of Corporate Safety. Interested applicants must forward their resumes to Linda Katz, Manager-Administration and Support, Mail Code 1944 by Friday, April 29, 2016. All resumes must include seniority date, current position and date awarded, Bulletin No., LIRR extension, home address, and a daytime telephone number.

POSITION: Safety Assistant
LOCATION: JCC - Fourth Floor Corporate Safety
TOUR OF DUTY: 8 AM - 4 PM
RELIEF DAYS: Saturday and Sunday
RATE OF PAY: \$34.565

PRIMARY DUTIES: Data entry into various Access databases, Excel spreadsheets, LSAF, and PeopleSoft. Produce reports. Utilize Microsoft Outlook to schedule meetings and reserve conference rooms and classrooms for meetings and special events. Create requisitions and track requests for materials and/or services. Process requests for travel, outside seminars, memberships, and expense reports. Record meeting minutes. Order office supplies and perform other clerical duties as assigned. Date/time stamp department mail and distribution. Assist Manager with Corporate Safety Department new hire onboarding process.

REQUIREMENTS: Must be a qualified typist (45 WPM) and have a thorough knowledge of grammar, punctuation and spelling. Proficient in PeopleSoft Core applications and Microsoft Access, Excel, Word and Outlook.

Attention to detail is essential together with the ability to follow instructions and effectively prioritize assignments. Must be able to work comfortably with all levels of employees as well as outside contacts. The ability to handle data entry for extended periods of time and manage assignments under pressure and/or time constraints is a necessity.

Must be familiar with Corporate Policies and Procedures.

L. Ebbighausen
Chief Safety Officer

POSTED: April 20, 2016

**THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF STATIONS OFFICER – STATIONS DEPARTMENT**

April 20, 2016

AGENT'S BULLETIN NO. SD-06-2016

This bulletin will close **at 5:00 PM on Friday, April 29, 2016**. It will be open to Agents and Assistant Agents. All bids must be received in the Stations Department, Jamaica, prior to the close of this bulletin. CT-88 receipts will only be honored if signed by the designated representatives working in the Stations Department. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position. All bids should be mailed to John Dunne, Jamaica, Dept 1106. **If you fax your bid (718 558-7429), you MUST call the Crew Dispatcher to confirm the receipt of CT-88. It is your responsibility to keep a record of that confirmation. Bid withdrawals can only be accepted by call Crew before the bulletin closes.**

Position No. 1	Permanent	Agent (A603)
Location:		Huntington
Tour of Duty:		12:00 PM – 8:00 PM
Rate of Pay:		\$40.652
Rest Days:		Tuesday/Wednesday

THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF STATIONS OFFICER – STATIONS DEPARTMENT

April 20, 2016

BULLETIN NO. SD-08-2016

This bulletin will close **at 5:00 PM on Friday, April 29, 2016**. It will be open to employees included in the consolidated system seniority roster for clerical forces. All bids must be received in the Stations Department, Jamaica, prior to the close of this bulletin. CT-88 receipts will only be honored if signed by the designated representatives working in the Stations Department. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position. All bids should be mailed to John Dunne, Jamaica, Department 1106. **If you fax your bid (718-558-7429), you MUST call the Crew Dispatcher to confirm the receipt of CT-88. It is your responsibility to keep a record of that confirmation. Bid withdrawals can only be accepted by calling Crew before the bulletin closes.**

Position No: 1	Permanent	Ticket Clerk (C928)
Location:		Wednesday: Wantagh Thursday: Penn Lost & Found Friday: Penn Sat/Sun: Long Beach
Tour of Duty:		Wednesday: 6:00 AM – 2:00 PM Thursday: 9:00 AM – 5:00 PM Friday: 2:00 PM – 10:00 PM Sat/Sun: 10:00 AM – 6:00 PM
Rate of Pay:		Wednesday: \$33.177 Thursday: \$30.645 Friday: \$34.706 Sat/Sun: \$33.308
Rest Days:		Monday/Tuesday

Primary Duties: Must be qualified in the sale and accounting of tickets and related duties. Must possess the ability to exercise good judgment and efficiently perform assigned duties. Must be able to maintain all records, reports, manifest and vouchers (to New York City Police Department Property Clerk). Must write legible, and all records must be kept accurately for auditing upon request. Must comply with and have a working knowledge of Lost Property Policy and Procedures. Must answer phones courteously, be competent and knowledgeable of train manipulation, and contact all stations and terminals pertaining to lost articles. *NOTE: Copies of the Lost Property Policy and Procedures may be obtained from the Terminal Manager of Penn Station.

Position No: 5 Temporary Station Appearance Maintainer (SV-01)

Location: Ronkonkoma

Tour of Duty: 5:00 AM – 1:00 PM

Rate of Pay: \$29.647

Rest Days: Wednesday/Thursday

Primary Duties: Required to operate singly and/or part of a team to clean and maintain the appearance of the Long Island Rail Road properties, stations, office buildings and other appurtenances associated with Company property. Routine work includes the operation of mechanical cleaning equipment. Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner. Responsible to complete daily station cleaning reports and to provide reports to supervisors as directed. Must drive between Long Island Rail Road properties. Must make minor repairs (e.g., change flat tires) as necessary to completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Must carry pocket pager device while on duty to communicate with supervisors and carry photo identification card to provide positive employee identification at all times.

Position No: 6 Permanent Ambassador

Location: Various

Tour of Duty: Various

Rate of Pay: \$30.918

Rest Days: Saturday/Sunday

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve hour period) at various locations which include but is not limited to Penn Station, Jamaica Station, Atlantic Terminal and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's three main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Friday for the following week, however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No: 7	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$30.918
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 6

AWARDS TO AGENT'S BULLETIN SD-05-2016

	<u>JOB#</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Permanent A105	M. Congimi	4/20/16

AWARDS TO BULLETIN SD-07-2016

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Permanent C928	Re-Advertised	
POSITION NO. 2	Permanent V902	E. D'Ariano (A)	4/20/16
POSITION NO. 3	Permanent JAM102	T. Napoli	4/20/16
POSITION NO. 4	Permanent ATL108	N. Russo	4/20/16
POSITION NO. 5	Permanent P201	T. Mitchell	4/20/16
POSITION NO. 6	Temporary P211	E. Mora	4/20/16
POSITION NO. 7	Permanent Ambassador	Re-Advertised	
POSITION NO. 8	Temporary Ambassador	Re-Advertised	
POSITION NO. 9	Temp Seasonal HR Super.	Pending	
POSITION NO. 10	Temp Seasonal HR Clerk	Withdrawn	

John Dunne, Manager
Station Services Support

Posted: April 20, 2016

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: CREW5/34

Bulletin Seq: 76

Bulletin Description: C/D BULLETIN 5/34

Open: 04/20/2016 00:01

Close: 04/29/2016 17:00

Effective: 05/04/2016 00:01

Posted: 04/20/2016 00:01

Asgn	Position	Perm Or Temp	Terminal
DT4101	CREW DISP. TRNEE	Permanent	LIRR-Extra List

Location: TRANSPORTATION CREW MANAGEMENT, JAMAICA

Report Time: VARIOUS

Rest Days: VARIOUS

Rate Of Pay: *\$28.382/\$35.121 HOURLY

TEMPORARY

FAXED BIDS WILL NOT BE ACCEPTED

APPLICANTS MAY BE SUBJECT TO AN APTITUDE EXAM THAT HAS BEEN DEVELOPED BY THE HUMAN RESOURCES DEPARTMENT.

DURING THE COURSE OF THE TRAINING PROGRAM, 3 - 4 WRITTEN EXAMS WILL BE ADMINISTERED TO THE TRAINEE.

RATE OF PAY INCREASES TO \$35.121 AFTER TRAINEE HAS SUCCESSFULLY COMPLETED 3 MONTHS OF THE TRAINING PROGRAM. RATE INCREASE WILL BE RETROACTIVE TO THE INITIAL DAY IN THE TRAINING PROGRAM.

AS INFORMATION, 100% QUALIFIED CREW DISPATCHER RATE IS \$41.699

APPLICANTS FOR THIS POSITION MUST COMPLETE THE CREW DISPATCHER TRAINING PROGRAM "APPENDIX G-1" OF THE TCU CONTRACT.

TRAINEE SHALL BE BOUND BY THE PROVISIONS OF THIS AGREEMENT FOR A PERIOD OF 24 MONTHS FROM THE DAY TRAINING BEGINS UNLESS MUTUALLY AGREED TO BY THE CARRIER AND THE ORGANIZATION.

TRAINEES ASSIGNED HERETO WILL BE REQUIRED TO TRAIN ON ALL CREW DISPATCHING AND PAYROLL DISPATCHING ASSIGNMENTS IN ORDER TO BECOME CONVERSANT IN THE USE OF VARIOUS TIMETABLES, CREW BOOKS AND PAYROLL MANUALS, ETC. AND OBTAIN A THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING EMPLOYEES UNDER THE JURISDICTION OF THE CREW MANAGEMENT SERVICES OFFICE.

*DIFFERENTIAL NOT INCLUDED IN ABOVE RATES OF PAY.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

04/19/20 9:43

Bulletin ID: CREW5/34

Bulletin Seq: 76

Bulletin Description: C/D BULLETIN 5/34

Open: 04/20/2016 00:01

Close: 04/29/2016 17:00

Effective: 05/04/2016 00:01

Posted: 04/20/2016 00:01

Asgn	Position	Perm Or Temp	Terminal
DT4102	CREW DISP, TRNEE	Permanent	LIRR-Extra List
	Location	TRANSPORTATION CREW MANAGEMENT, JAMAICA	
	Report Time	VARIOUS	
	Rest Days	VARIOUS	

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

04/19/20 9:43

Bulletin ID: CREW5/34

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Bulletin Description: C/D BULLETIN 5/34

Open: 04/20/2016 00:01

Close: 04/29/2016 17:00

Effective: 05/04/2016 00:01

Posted: 04/20/2016 00:01

Asgn Position

Perm Or Temp

Terminal

Rate Of Pay *\$28.808/\$35.121 HOURLY

TEMPORARY

FAXED BIDS WILL NOT BE ACCEPTED

APPLICANTS MAY BE SUBJECT TO AN APTITUDE EXAM THAT HAS BEEN DEVELOPED BY THE HUMAN RESOURCES DEPARTMENT.

DURING THE COURSE OF THE TRAINING PROGRAM, 3 - 4 WRITTEN EXAMS WILL BE ADMINISTERED TO THE TRAINEE.

RATE OF PAY INCREASES TO \$35.121 AFTER TRAINEE HAS SUCCESSFULLY COMPLETED 3 MONTHS OF THE TRAINING PROGRAM. RATE INCREASE WILL BE RETROACTIVE TO THE INITIAL DAY IN THE TRAINING PROGRAM.

AS INFORMATION, 100% QUALIFIED CREW DISPATCHER RATE IS \$41.699 HOURLY

APPLICANTS FOR THIS POSITION MUST COMPLETE THE CREW DISPATCHER TRAINING PROGRAM "APPENDIX G-1" OF THE TCU CONTRACT.

TRAINEE SHALL BE BOUND BY THE PROVISIONS OF THIS AGREEMENT FOR A PERIOD OF 24 MONTHS FROM THE DAY TRAINING BEGINS UNLESS MUTUALLY AGREED TO BY THE CARRIER AND THE ORGANIZATION.

TRAINEES ASSIGNED HERETO WILL BE REQUIRED TO TRAIN ON ALL CREW DISPATCHING AND PAYROLL DISPATCHING ASSIGNMENTS IN ORDER TO BECOME CONVERSANT IN THE USE OF VARIOUS TIMETABLES, CREW BOOKS AND PAYROLL MANUALS, ETC. AND OBTAIN A THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING EMPLOYEES UNDER THE JURISDICTION OF THE CREW MANAGEMENT SERVICES OFFICE.

*DIFFERENTIAL NOT INCLUDED IN ABOVE RATES OF PAY.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

04/19/20 9:43

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: USBUL1-39

Bulletin Seq: 14

Bulletin Description: USHER BULLETIN 1/39

Open: 04/20/2016 00:01

Close: 04/29/2016 17:00

Effective: 05/04/2016 00:01

Posted: 04/19/2016 00:01

Asgn	Position	Perm Or Temp	Terminal
JAU4	USHERS	Temporary	JAMAICA

Location JAMAICA

Report Time 730AM (TUES-FRI) 801AM(SAT)

Rest Days SUNDAY & MONDAY

Rate Of Pay *\$36.189 HOURLY

*ALL APPLICABLE DIFFERENTIALS WILL APPLY IN ACCORDANCE WITH THE COLLECTIVE BARGANING AGREEMENTS.

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

* In some instances, they must be able to work with minimal direction.

* Must work well with the public

* Applicants will be subject to a 2-part exam that has been developed by the General Stationmaster.

Part 1- Live announcements and actual use and understanding of computer systems.

Part 2- Written exam - Passing grade on exam is 75%

* During the course of the 3 week training program, the applicant will complete a review of all station stops.

* All applicants should have a full knowledge of station stops and corresponding branches upon starting the Ushers program.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

04/19/20 9:37

Bulletin ID: USBUL1-39

Bulletin Seq: 14

Bulletin Description: USHER BULLETIN 1/39

Open: 04/20/2016 00:01

Close: 04/29/2016 17:00

Effective: 05/04/2016 00:01

Posted: 04/19/2016 00:01

Asgn	Position	Perm Or Temp	Terminal
JAU7	USHERS	Permanent	JAMAICA

Location JAMAICA

Report Time 4PM

Rest Days MONDAY & TUESDAY

Rate Of Pay *\$36.189 HOURLY

*ALL APPLICABLE DIFFERENTIALS WILL APPLY IN ACCORDANCE WITH THE COLLECTIVE BARGANING AGREEMENTS.

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

* In some instances, they must be able to work with minimal direction.

* Must work well with the public

* Applicants will be subject to a 2-part exam that has been developed by the General Stationmaster.

Part 1- Live announcements and actual use and understanding of computer systems.

Part 2- Written exam - Passing grade on exam is 75%

* During the course of the 3 week training program, the applicant will complete a review of all station stops.

* All applicants should have a full knowledge of station stops and corresponding branches upon starting the Ushers program.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

04/19/20 9:37

Bulletin ID: USBUL1-39

Bulletin Seq: 14

Bulletin Description: USHER BULLETIN 1/39

Open: 04/20/2016 00:01

Close: 04/29/2016 17:00

Effective: 05/04/2016 00:01

Posted: 04/19/2016 00:01

Asgn	Position	Perm Or Temp	Terminal
UX0003	USHERS	Temporary	LIRR-Extra List

Location VARIOUS

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay *\$36.058 BASE RATE

*ALL APPLICABLE DIFFERENTIALS WILL APPLY IN ACCORDANCE WITH THE COLLECTIVE BARGAINING AGREEMENTS.

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

* In some instances, they must be able to work with minimal direction.

* Must work well with the public

* Applicants will be subject to a 2-part exam that has been developed by the General Stationmaster.

Part 1- Live announcements and actual use and understanding of computer systems.

Part 2- Written exam - Passing grade on exam is 75%

* During the course of the 3 week training program, the applicant will complete a review of all station stops.

* All applicants should have a full knowledge of station stops and corresponding branches upon starting the Ushers program.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES
Bulletin Awards - Non-Ops

Bulletin ID: USBUL1-38 **Sequence:** 14

Description: USHER BULLETIN 1/38

Open: 04/06/2016 00:01 **Close:** 04/15/2016 17:00 **Effective:** 04/20/2016 00:01 **Posted:** 04/05/2016 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
JAU5	USHERS	Temporary	JAMAICA	51398	RHODES, S	17 UX0003 US LIRR
JAU6	USHERS	Permanent	JAMAICA	55468	MEDFORD, S	27 JAU7 US JAM

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

04/19/20 9:37

THE LONG ISLAND RAIL ROAD COMPANY

OFFICE OF THE CONTROLLER

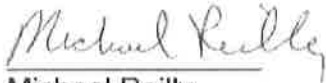
BULLETIN NO. 2640

POSITION: Ticket Refund Clerk

LOCATION: Jamaica, NY

AWARDED TO: Donna Springer

EFFECTIVE: April 25, 2016


Michael Reilly
Controller

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION &
MATERIALS**

April 20, 2016

**TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM
SENIORITY ROSTER OF CLERICAL FORCES:**

NOTICE OF AWARDS

<u>BULLETIN #</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>EFFECTIVE DATE</u>
P&L 2390	Stores Truck Driver ESA – Permanent (E.Schinella)	NO BIDS RECEIVED	
P&L 2391	Warehouse Person Vacation Relief RH/MP Various/Various-Temporary (D. Mendez)	NO BIDS RECEIVED	
P&L 2392	Warehouse Person Permanent (C. Ashby)	Jason Fanesi	4/27/16

Elvin Vazquez
Deputy Chief Stores Officer
Stores Operation & Materials
Procurement & Logistics Department

POSTED: 9:00 AM
April 20, 2016

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 2393

TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENIORITY OF CLERICAL FORCES:

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, April 29, 2016**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Stores Truck Driver - (E Schinella) – Permanent
RE-ADVERTISED (P&L – 2315, 2325, 2333, 2348, 2351, 2354, 2359, 2367 & 2372, 2374, 2381, 2385 & 2390)
LOCATION: East Side Access Glendale (84-02 72nd Dr.)
TOUR OF DUTY: 7:30 AM – 3:30 PM
REST DAYS: Saturday & Sunday
RATE OF PAY: \$ 32.846 per hour

DUTIES: Must be qualified to operate all types of gasoline driven vehicles including trucks with lifts and booms, automobiles and all material handling equipment. Must be physically able to assist in the loading and unloading of all types of material and equipment that the needs of service require. Must hold a New York State Class “B” CDL license with HAZMAT endorsement with no air brake restrictions. Must be familiar with emergency truck maintenance and inspection procedures as instigated by New York State and the Company. Will be required to operate two-way radio equipment and be familiar with the New York City and State roads, highways and expressways as they relate to the Long island Rail Road’s property. **New applicants must secure a New York State Class “A” CDL license with HAZMAT endorsement with no air brake restrictions within three months of award of position. Training will be provided by the Carrier.**

REQUIREMENTS: Approved safety shoes in accordance with TCU Agreement to be furnished by the employee. Under the Contract effective 7/26/82, the following information must be included on LIRR bid application form CT-88: seniority date, current position, date awarded current position.

Elvin Vazquez
Deputy Chief Stores Officer
Stores Operation & Materials
Procurement & Logistics Department

POSTED: 9:00AM
April 20, 2016

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 2394

TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENORITY OF CLERICAL FORCES:

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, April 29, 2016**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131

POSITION: Warehouse Person Vacation Relief – (D. Mendez) – Temporary
RE-ADVERTISED (P&L – 2391)

LOCATION: Morris Park / Richmond Hill

TOUR OF DUTY: Various

REST DAYS: Various

RATE OF PAY: \$33.632 per hour

DUTIES: Must have functional knowledge of all Stores administrative activities, forms and documents, including general familiarization with the entire LIRR procurement system. Must be proficient in WMS operations and perform all appropriate input.

Must perform general housekeeping in area of assignment. Must be able to conduct oneself in a businesslike fashion in all oral and written communications. Must be qualified to perform the specific method of operation pertinent to the various material distribution stations regarding receiving, storing and shipping, issuance of material and other related duties. Must have knowledge of all the official documents, (i.e. MP-151, MW-121, SK-35, etc.), concerning the charge out of material including proper execution. Must be able to maintain perpetual inventory of specified classes of material. Must be able to lift up to 75lbs. Must be able to assist supervision in taking of inventory, verifying out of stock and rectification of errors.

Perform all other related duties as assigned.

REQUIREMENTS: Approved safety shoes in accordance with TCU Agreement to be furnished by the employee. Under the contract effective 7/26/82, the following information must be included on LIRR bid application form CT-88: seniority date, current position, date awarded current position.

Elvin Vazquez
Deputy Chief Stores Officer
Stores Operation & Materials
Procurement & Logistics Department

POSTED: 9:00 AM
April 20, 2016

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L - 2395**

**TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENORITY ROSTER OF
CLERICAL FORCES:**

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, April 29, 2016. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person (J. Fanesi) – Permanent
LOCATION: Hillside Warehouse 15 Shop floor
TOUR OF DUTY: 8:00AM – 4:00PM
REST DAYS: Sunday & Monday
RATE OF PAY: \$31.406 per hour

DUTIES: Must be qualified to operate all material handling equipment. Must be able to operate a floor scrubber. Must be familiar with all materials. Must be able to load and unload trucks by forklift/hand. Must do all general laborer's work, such as sweeping, dusting, lifting, transferring material. Must possess a minimum Class D New York State Driver's License. Will be required to complete a Forklift Training Program.

Perform all other related duties as assigned.

REQUIREMENT: Approved safety shoes in accordance with TCU Agreement to be furnished by the employee. Under the Contract effective 7/26/82, the following information must be included on LIRR bid application form CT-88: seniority date, current position, date awarded current position.

Elvin Vazquez
Deputy Chief Stores Officer
Stores Operation & Materials
Procurement & Logistics Department

POSTED: 9:00 AM
April 20, 2016