



Long Island Rail Road
Going your way

BID SHEETS

**THE LONG ISLAND RAIL ROAD
OFFICE OF SECURITY DEPARTMENT
BULLETIN NO. 01-2016**

July 20, 2016

Resumes will be accepted for the **APPOINTED** position of Pass Office Clerk in the Office of Security - Pass Office. Interested applicants must forward their resumes to Terilyn Brennan, Mail code #3142A, by July 29, 2016. All resumes must include seniority date, current position & date awarded, bulletin number, LIRR extension, and address and phone number.

| | |
|---------------|--|
| Position: | Pass Office Clerk |
| Location: | Hillside Support Facility (Primary) Various Field Locations (Secondary) |
| Tour of Duty: | 11 a.m. – 7 p.m. |
| Rate of Pay: | \$36.296/hour |
| Rest Days: | Saturday/Sunday |

Primary Duties include, but are not limited to:

Serve as front-desk representative to receive/respond to applicants/customers; provide polite, courteous service, accurate information, appropriate/applicable forms to enable expedient/efficient and successful completion of requests

Review and verify information on all pass applications and obtain required documentation

Produce and arrange for processing and distribution of passes on approved applications

Track/Maintain LIRR pass stock log utilizing Crystal Reports and MS Excel

Review and process requests for new/re-certification/replacement FRA-mandated licenses (locomotive engineer, train service, student engineer, roadway worker safety certifications); monitor, track, record and update relevant database files and records

Perform field/mobile photograph capturing; uploading of digital data, scanning, recording and database updating

Handle heavy volume of customer inquiries via phone, email and in person while working under pressure and time constraints

Compile documents required for reviews and investigations on demand

Participate in the stocking of work materials. Anticipate office supply needs for projects.

Review and process various Parking Permit applications

Responsible for collecting and safeguarding replacement pass fees

Safeguard sensitive information disclosed as part of job function in accordance with MTA All-Agency Security Sensitive Information Guidelines

Perform general administrative duties and other duties as assigned

Requirements:

Must possess excellent organizational skills and ability to effectively coordinate and prioritize work assignments and to operate successfully as a member in a team environment

Must be able to type 45 wpm and be proficient in the use of PC's including MS Access, Excel, PowerPoint, Word, and Outlook (including demonstrated ability to set and respond to appointment requests utilizing several calendars simultaneously). Familiarity with PeopleSoft and Crystal Reports preferred.

Knowledge and experience providing clear and concise instructions to groups
Experience with proximity access cards including a working knowledge of Lenel Onguard applications and knowledge of Mag Stripe and proximity data is preferred.
Knowledge of document retention and destruction requirements is preferred.
Knowledgeable of and familiar with Corporate Policy and Procedures related to Employee/Non-employee transportation privileges, internal controls and limitations on eligibility preferred.
Knowledge and understanding of stationary and mobile photographic equipment & lighting preferred.
Knowledge of file extensions, scanning, exporting, importing and file conversions of data preferred.
Experience with troubleshooting production errors with Lenel compatible printers is preferred
Knowledge of Certified mailings, overnight deliveries including confirmation of deliveries and creation of labels preferred.
Must have valid driver's license

Must be flexible as to work assignments, including but not limited to varying tours of duty, location of assignments, overtime assignment availability, vacation coverage, etc.

Posted: 9:00 AM; July 20, 2016 .

THE LONG ISLAND RAIL ROAD
PROCUREMENT & LOGISTICS DEPARTMENT

July 20, 2016

BULLETIN NO. 2430 (re-post of 2429)

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 July 29, 2016.

POSITION: Clerk Typist -- Procurement (C. Delgado)

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 RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION &
MATERIALS**

July 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 2407 | Stores Truck Driver ESA – Permanent (E.Schinella) | NO BIDS RECEIVED | |
| P&L 2408 | Warehouse Person Temporary (C. Hopkins) | NO BIDS RECEIVED | |
| P&L 2409 | Warehouse Person Morris Park-Temporary (S. Williams) | WITHDRAWN | |

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

POSTED: 9:00 AM
July 20, 2016

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 2410

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, July 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, 2393, 2396, 2403, 2404, 2405 & 2407)

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
July 20, 2016

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 2411

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, July 29, 2016**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person – (C. Hopkins) – Temporary
RE-ADVERTISED (P&L – 2408)

LOCATION: Hillside

TOUR OF DUTY: 7:30 AM – 3:30 PM

REST DAYS: Saturday & Sunday

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
July 20, 2016

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

July 20, 2016

BULLETIN NO. SD-14-2016

This bulletin will close **at 5:00 PM on Friday, July 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 | Chief Ticket Clerk (C140) |
| Location: | | Jamaica |
| Tour of Duty: | | 6:00 AM – 2:00 PM |
| Rate of Pay: | | \$43,931 |
| Rest Days: | | Saturday/Sunday |

Primary Duties: Must be qualified in the sale and accounting of tickets. Must be completely familiar with TSM ticket stock and types of tickets and Metro Cards available for sale to our customers. Must be able to supervise, coordinate and instruct employees in the performance of their duties in the ticket office. Must be able to handle all transactions pertaining to the ordering and distribution of NYCT Metro Cards, including maintaining all records for ordering, receipt and transfer of Metro Cards. Must have a thorough knowledge of all union rules and regulations pertaining to employees under their jurisdiction. Must be able to accurately count and verify ticket clerk's cash remittances and prepare large amounts of money for Bank deposits and change orders. Must be able to sell change to ticket clerks and balance and maintain records for a large operating safe. Must interact with the armored car service personnel and verify and document deposit pickup and change order deliveries. Must order, document and transfer CF-9 ticket stock to TOMs and rolled stock and stackers to TSMs. Must prepare Mail & Ride payments for delivery to bank. Must have a thorough working knowledge of the Ticket Office Machine and Ticket Vending Machines and be able to service equipment, to include but not limited to replacing rolled ticket stock and ticket stackers, take test tickets, reset MKV1 and MKV2 printers, replace MKV2 printer ribbon, produce and understand operational reports, removal and replacement of TVM bill vaults/coin vaults and hoppers. Must be able to accurately process TVM revenue, and prepare all revenue accounting documents. Must be able to produce and understand error and jammed ticket TSM reports and be able to re-boot TSM and properly power down TVM. Must be able to trouble shoot TVM malfunctions, such as BNS Jams, coin errors and ticket stock problems. Must be familiar with the sales and accounting of tickets and revenue from special tours operated by the Group Sales Department. Must have a thorough working knowledge of the policies, topics, instructions and procedures governing Agents and Ticket Clerks. Must address customer complaints, questions and inquiries regarding the ticket office window and ticket vending machine operations and handle to a satisfactory conclusion. The position is responsible for insuring all customer information, such as timetables, brochures and posters are available and properly displayed. Must be able to assume complete responsibility for the efficient operation of the Jamaica Station Facility/Flatbush Avenue Facility under the Terminal Manager's jurisdiction during his/her absence.

Position No: 2 Temporary Ticket Clerk (C908)
Location: Penn Station
Tour of Duty: Wed/Thurs: 6:00 AM – 2:00 PM
 Friday: 8:00 AM – 4:00 PM
 Sat/Sun: 6:15 AM – 2:15 PM
Rate of Pay: \$34.706
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.

Position No: 3 Permanent Station Appearance Maintainer (L312)
Location: Ronkonkoma
Tour of Duty: 5:00 AM – 1:00 PM
Rate of Pay: \$28.763
Rest Days: Monday/Tuesday

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. 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 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.

Position No: 4 Permanent Station Appearance Maintainer (V489)
Location: Woodside
Tour of Duty: 5:00 AM – 1:00 PM
Rate of Pay: \$29.647
Rest Days: Saturday/Sunday

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: 7 Temporary Station Appearance Maintainer (JAM120)
Location: Jamaica
Tour of Duty: 4:00 PM – 12:00 AM
Rate of Pay: \$28.763
Rest Days: Saturday/Sunday
Primary Duties: Same as Position No. 3

Position No: 8 Temporary Station Appearance Maintainer (ATL104)
Location: Atlantic Terminal
Tour of Duty: 2:00 PM – 10:00 PM
Rate of Pay: \$28.763
Rest Days: Monday/Tuesday
Primary Duties: Same as Position No. 3

Position No: 9 Temporary Station Appearance Maintainer (JAM112)
Location: Jamaica
Tour of Duty: Mon/Tues/Fri: 4:00 PM – 12:00 AM
Sat/Sun: 1:30 PM – 9:30 PM
Rate of Pay: \$28.763
Rest Days: Wednesday/Thursday
Primary Duties: Same as Position No. 3

| | | |
|-----------------|-----------|-----------------|
| Position No: 10 | 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: 11 | Permanent | Ambassador |
| Location: | | Various |
| Tour of Duty: | | Various |
| Rate of Pay: | | \$30.918 |
| Rest Days: | | Saturday/Sunday |
| Primary Duties: | | Same as Position No. 10 |

| | | |
|-----------------|-----------|-------------------------|
| Position No: 12 | Permanent | Ambassador |
| Location: | | Various |
| Tour of Duty: | | Various |
| Rate of Pay: | | \$30.918 |
| Rest Days: | | Saturday/Sunday |
| Primary Duties: | | Same as Position No. 10 |

| | | |
|-----------------|-----------|-------------------------|
| Position No: 13 | Temporary | Ambassador |
| Location: | | Various |
| Tour of Duty: | | Various |
| Rate of Pay: | | \$30.918 |
| Rest Days: | | Saturday/Sunday |
| Primary Duties: | | Same as Position No. 10 |

AWARDS TO BULLETIN SD-13-2016

| | <u>JOB #</u> | <u>NAME</u> | <u>AWARD DATE</u> |
|------------------------|-----------------------------|------------------------|--------------------------|
| POSITION NO. 1 | Temporary C970 | D. Brown | 7/20/16 |
| POSITION NO. 2 | Permanent JAM133 | M. Stephens (A) | 7/20/16 |
| POSITION NO. 3 | Permanent L311 | G. Biglo | 7/27/16 |
| POSITION NO. 4 | Permanent V489 | Re-Advertised | |
| POSITION NO. 5 | Temporary JAM114 | Re-Advertised | |
| POSITION NO. 6 | Temporary JAM120 | Re-Advertised | |
| POSITION NO. 7 | Temporary ATL104 | Re-Advertised | |
| POSITION NO. 8 | Temporary RSC1 | S. Brisco | 7/20/16 |
| POSITION NO. 9 | Permanent Ambassador | Re-Advertised | |
| POSITION NO. 10 | Permanent Ambassador | Re-Advertised | |
| POSITION NO. 11 | Permanent Ambassador | Re-Advertised | |
| POSITION NO. 12 | Temporary Ambassador | Re-Advertised | |

**John Dunne, Manager
Station Services Support**

Posted: July 20, 2016

Bulletin ID: CREW6/36

Bulletin Seq: 76

Bulletin Description: C/D BULLETIN 6/36

Open: 07/20/2016 00:01

Close: 07/29/2016 17:00

Effective: 08/03/2016 00:01

Posted: 07/20/2016 00:01

| Asgn | Position | Perm Or Temp | Terminal |
|------|-----------------|--------------|----------|
| REL4 | CREW DISPATCHER | Permanent | JAMAICA |

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA

Report Time 1159PM

Rest Days MONDAY & TUESDAY

Rate Of Pay \$41.699 HOURLY*

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE A THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING THE WORKING CONDITIONS OF EMPLOYEES REPRESENTED BY THE UTU, BLE, TCU AND UTU Y/M. MUST BE A COMPETENT TYPIST AND WORK AS DIRECTED WITHIN THE OFFICE OF THE MANAGER-TRANSPORTATION CREW MANAGEMENT SERVICES.

*DIFFERENTIAL NOT INCLUDED IN THE ABOVE RATE 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.

07/19/20 9:25

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Bulletin ID: CREW6/36

Bulletin Seq: 76

Bulletin Description: C/D BULLETIN 6/36

Open: 07/20/2016 00:01

Close: 07/29/2016 17:00

Effective: 08/03/2016 00:01

Posted: 07/20/2016 00:01

| Asgn | Position | Perm Or Temp | Terminal |
|--------|------------------|--------------|-----------------|
| DT4103 | CREW DISP. TRNEE | TEMPORARY | LIRR-Extra List |

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA

Report Time VARIOUS

Rest Days VARIOUS

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

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.

07/19/20 9:25

Bulletin ID: CREW6/36

Bulletin Seq: 76

Bulletin Description: C/D BULLETIN 6/36

Open: 07/20/2016 00:01

Close: 07/29/2016 17:00

Effective: 08/03/2016 00:01

Posted: 07/20/2016 00:01

| Asgn | Position | Perm Or Temp | Terminal |
|-------------|--|--------------|-----------------|
| DT4104 | CREW DISP. TRNEE | TEMPORARY | LIRR-Extra List |
| Location | TRANSPORATION CREW MANAGEMENT, JAMAICA | | |
| Report Time | VARIOUS | | |
| Rest Days | VARIOUS | | |
| Rate Of Pay | *\$28.808/\$35.121 HOURLY | | |

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.

07/19/20 9:25

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LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: USBUL1-44

Bulletin Seq: 14

Bulletin Description: USHER BULLETIN 1/44

Open: 07/20/2016 00:01

Close: 07/29/2016 17:00

Effective: 08/03/2016 00:01

Posted: 07/20/2016 00:01

| Asgn | Position | Perm Or Temp | Terminal |
|------|----------|--------------|--------------|
| BKU2 | USHERS | TEMP | ATLANTIC AVE |

Location ATLANTIC AVENUE

Report Time 230PM

Rest Days TUESDAY/WEDNESDAY

Rate Of Pay *\$36.189 HOURLY

*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.

07/19/20 9:03

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

Bulletin ID: USBUL1-43 **Sequence:** 14

Description: USHER BULLETIN 1/43

Open: 07/06/2016 00:01 **Close:** 07/15/2016 17:00 **Effective:** 07/20/2016 00:01 **Posted:** 07/06/2016 00:01

| Asgn | Position | Perm or Temp | Terminal | Emp Num | Employee Name | Rank From |
|------|----------|--------------|--------------|------------|---------------|-------------------|
| BKU2 | USHERS | <i>TEMP</i> | ATLANTIC AVE | Readvertis | | |
| NYU7 | USHERS | Permanent | NEW YORK | 50521 | AHRENS, MJ | 12 REL4 CD 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.

07/16/20 15:17

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: TELBUI.2-37

Bulletin Seq: 71

Bulletin Description: TELEGRAPHERS BULLETIN 2-37

Open: 07/20/2016 00:01

Close: 07/29/2016 17:00

Effective: 08/03/2016 00:01

Posted: 07/20/2016 00:01

| Asgn | Position | Perm Or Temp | Terminal |
|--------|--|----------------------------|-----------------|
| HNA2 | ASST. TRAIN DIRECTOR | TEMP | DIVIDE |
| | Location | DIVIDE TOWER | |
| | Report Time | 2PM | |
| | Rost Days | SATURDAY & SUNDAY | |
| | Rate Of Pay | *\$47.795 HOURLY | |
| | *DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY | | |
| BO1052 | BLOCK OPERATOR | Permanent | LIRR-Extra List |
| | Location | TELEGRAPHER EXTRA LIST | |
| | Report Time | VARIOUS | |
| | Rost Days | SATURDAY & SUNDAY | |
| | Rate Of Pay | \$37.569 HOURLY* (MINIMUM) | |
| | *DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY. | | |
| TR4 | TRAIN DIRECTOR | Temp | JAY |
| | Location | J.C.C. | |
| | Report Time | VARIOUS | |
| | Rost Days | THU/FRI | |
| | Rate Of Pay | VARIOUS | |
| | MON/TUE/SAT/SUN JTD23 3PM *\$51.020 HOURLY | | |
| | WED WL3 11PM *\$37.569 HOURLY | | |
| | RATE DOES NOT INCLUDE DIFFERENTIAL** | | |

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: TELBUL2-36 **Sequence:** 70

Description: TELEGRAPHERS BULLETIN 2-36

Open: 07/06/2016 00:01 **Close:** 07/15/2016 17:00 **Effective:** 07/20/2016 00:01 **Posted:** 07/06/2016 00:01

| Asgn | Position | Perm or Temp | Terminal | Emp Num | Employee Name | Rank From |
|------|----------------|--------------|----------|---------|---------------|----------------------|
| TR1 | TRAIN DIRECTOR | Permanent | JAMAICA | 53041 | LUPIS JR, V | 120 TR4 TR JAY |

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.

07/19/20 8:58

(TCU BULLETIN NO. 1661; page 1 of 1)

THE LONG ISLAND RAIL ROAD
MAINTENANCE OF EQUIPMENT DEPARTMENT

July 20, 2016

NOTICE: ALL EMPLOYEES IN THE CONSOLIDATED SYSTEM SENIORITY ROSTER OF CLERICAL FORCES

AWARD BULLETIN NO. 1660

POSITION AWARDED TO THE FOLLOWING:

Job No. 3 No Qualified Bids Received

BULLETIN NO. 1661

APPLICATIONS FOR THE FOLLOWING POSITION WILL BE ACCEPTED BY THE OFFICER NAMED BELOW UNTIL 5:00 PM – JULY 29, 2016

JOB NO. 3

POSITION PERMANENT
LOCATION *Jackson, F.*
TOUR OF DUTY *NBR 1660*
RELIEF DAYS
RATE OF PAY
QUALIFICATIONS

CLERK- RSMS
HILLSIDE MAINTENANCE COMPLEX
VARIOUS
VARIOUS
\$33.157 PER HOUR
MUST HAVE THE ABILITY TO PREPARE AND CODE DATA FOR INPUT INTO THE DEPARTMENT'S COMPUTERIZED INFORMATION SYSTEM. MUST BE QUALIFIED TO ENTER AND RETRIEVE DATA FROM THE VARIOUS SYSTEMS AND BE PROFICIENT IN EDITING AND VALIDATING ALL INFORMATION THAT IS INPUT AND EXTRACTED FROM THE SYSTEMS. MUST BE COMPETENT TYPIST AND PERFORM ALL OTHER CLERICAL DUTIES AS ASSIGNED.

A. M. MICHELETTI
OFFICE OF M/E MANPOWER, HMC 3012



Long Island Rail Road



STATIONS DEPARTMENT
NOTICE NO. 2016-27

Date: July 19, 2016
To: Ticket Agents and Ticket Clerks
From: James Compton, Chief Stations Officer
Subject: **August Monthly Ticket Error – Hologram Missing**

A ticket printing error from our vendor has occurred which resulted in some August monthly tickets being printed without a hologram or with a partial hologram in the punch blocks. These misprinted tickets may be issued at any location and should be exchanged if presented at your ticket window.

If a customer presents one of these tickets to you, please do an exchange for another monthly ticket with the same zones, explain the printing error, and apologize for the inconvenience. Please follow normal exchange procedures.

When issuing tickets from a TOM, please inspect them first to ensure the Hologram is intact, if it is not, please spoil the ticket and print a new one.

If you have any questions, please contact your manager.

01 0816

EXPIRES 01/31/17
2759732634 25157265

Signature



16

*Subject to applicable tariff regulations
and conditions of use. Non Transferable.*