



Long Island Rail Road
Going your way

BID SHEETS

THE LONG ISLAND RAIL ROAD

ENGINEERING DEPARTMENT

BULLETIN NO. 530

TEMPORARY

Resumes for the following Appointed Position in the Office of the Chief Engineer will be received by Lauren Saldivias – Manager – Engineering Payroll & Operational Support, emailed to: lsaldiv@lirr.org until 5:00 PM on July 28, 2023.

POSITION: Payroll Information Clerk (Appointed)

LOCATION: Engineering
Various Locations

RATE OF PAY: \$39.889

TOUR OF DUTY: 7:30 a.m. – 3:30 p.m.

RELIEF DAYS: Saturday and Sunday

PRIMARY DUTIES:

Input data in connection with the Corporate Time & Attendance Management Systems (CTAMS), using labor distribution forms generated by other employees, supervisors, and management officials. Such data includes, but is not limited to, hours worked, leave, maintenance and project accounting and labor distribution, and all other information to be used in this system. When not working on CTAMS the Clerk will perform filing, typing, and other clerical duties as assigned including, but not restricted to, the accurate transcription of Statement of Facts, Trials and Investigations, handling mail and maintaining office files, and reviewing and inputting SAFER Reports into the Efficiency Testing System (ETS). Must also have the ability to run reports from various LIRR databases and have a working knowledge of Excel and Word.

Edward McGoldrick
Chief Engineer

POSTED: July 19, 2023

LONG ISLAND RAILROAD

Bulletin 8-2023

We are accepting resumes for the position of Customer Service Representative. Please forward resumes to Gabrielle Aulicino, Director, Customer Contact Center, Mail Code 1188 by Friday, July 28, 2023, at 5:00 PM.

POSITION: CSR - 904

Customer Service Representative

LOCATION: Customer Contact Center
JAMAICA

RATE OF PAY: 38.132

TOUR OF DUTY:

Thursday/Friday 6:30 AM – 2:30 PM

Sat/Sun/Monday 8:00 AM – 4:00 PM

RELIEF DAYS: Tuesday and Wednesday

JOB SUMMARY:

Responsible to provide superior customer service to the public, providing accurate and up-to-date information regarding all Long Island Railroad travel and ticket services.

Listing of some specific duties and responsibilities:

- Responsibilities include accepting incoming calls and making outgoing calls as required to follow-up on a customer matter, provide information on rules and regulations (i.e. on-board information, smoking, no radio playing, safety, etc.), rates, schedules, service status, station/facility information, trip planning, fare purchase options, and permit or other application/policy procedures for all MTA Agencies.
- Responsible for handling all calls from Corporate Communications (Complaints/Inquiries/Policy Related Questions {i.e. ticket refunds, published/non-published connections, etc.}), Mail&Ride, Ticket Refunds and Ticket Machines Assistance (i.e. document problem, send inquiries to the appropriate department/subject matter expert, follow up and investigate, etc.).
- Responsible to document all calls using a Communication Database System and provide customers with a confirmation number for incidents that require investigation and/or follow-up.
- Responsible to access various applications for each Department and provide customer information. Answer and respond to incoming calls, chats, and record information, about problems, complaints, commendations, and other matters and re-contact a customer (if required) with a call-back. In addition, some ad-hoc responsibilities may include replying to customers using social media to answer any questions via all LIRR Social Media platforms.
- Responsible to furnish information over the phone in a clear, professional and pleasant manner under all conditions.

QUALIFICATIONS:

- A four-year high school diploma or its educational equivalent (GED) approved by a State's Department of Education or recognized accredited organization
- Must have excellent telephone etiquette with the ability to answer telephone inquiries from the public.
- Must be proficient in reading timetables and operating a computer in order to furnish information over the phone in a clear and pleasant manner under all conditions.
- Must be willing and able to wear a headset while researching and manipulating information from various systems and databases. Accept incoming calls and make outgoing calls as required to follow-up on a customer matter.
- Have familiarity with all LIRR social media interfaces for Facebook, Twitter, etc.

Posted 7/19/23

**THE LONG ISLAND RAIL ROAD
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution**

July 19, 2023

**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>
3392	Stores Truck Driver Permanent (M. Reynolds)	NO BIDS RECEIVED	
3393	Stores Truck Driver Temporary (J. Cruz-Pacheco)	NO BIDS RECEIVED	

Eric Florio
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
July 19, 2023

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3394**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, July 28, 2023**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person – (J. Desir) – Permanent
LOCATION: Hillside
TOUR OF DUTY: 7:30 AM – 3:30 PM
REST DAYS: Saturday & Sunday
RATE OF PAY: \$38.813 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.

Eric Florio
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
July 19, 2023

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3395**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, July 28, 2023**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Stores Truck Driver – (M. Reynolds) – Permanent
RE-ADVERTISED (3354, 3359, 3363, 3368, 3373, 3377, 3385, 3391 & 3392)
LOCATION: Hillside
TOUR OF DUTY: 7:30 AM – 3:30 PM
REST DAYS: Saturday & Sunday
RATE OF PAY: \$37.906 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 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.

Eric Florio
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00AM
July 19, 2023

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3396**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, July 28, 2023**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Stores Truck Driver – (J. Cruz-Pacheco) – Temporary
RE-ADVERTISED (3393)

LOCATION: Hillside

TOUR OF DUTY: 7:30 AM – 3:30 PM

REST DAYS: Saturday & Sunday

RATE OF PAY: \$37.906 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 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.

Eric Florio
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00AM
July 19, 2023

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3397**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, July 28, 2023**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person - (J. Stanganelli) – Permanent
LOCATION: Hillside
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Saturday & Sunday
RATE OF PAY: \$36.243 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.

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.

Eric Florio
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
July 19, 2023

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

DATE: July 19, 2023

BULLETIN NO.: SD-14-2023

This bulletin will close at 5:00 PM on Friday, July 28, 2023

It will be open to employees included in the consolidated system seniority roster for AGENT forces. All bids must be received 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 by sending the CT-88 interoffice, Fax, and email. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position.

All bids can be sent to **Stations Department – Crew Office, Jamaica Mail Code 1106** via interoffice mail or you can scan or take a picture of your CT-88 and email to: **LIRRStationsDeptBids@lirr.org** or you can fax your CT-88 to the crew office at 718-558-7429.

For all emails: **Be sure to put your Name in the subject line and the word BID. EX: JOHN SMITH-BID**

All bid withdrawals can either be done by calling crew or emailing the same email address before the bulletin closes. If you are close to the closing date/time of the bid be sure to call crew directly to get a verification that the bid has been withdrawn.

All emailed bids and withdrawal requests will receive an email response within 48 hours of your original email, if you do not receive a response after 48 hours, please call the crew dispatcher's office to inquire.

Position No.	1	Temporary	Agent (A974)
Location:	Hillside TSM / Bethpage Facility		
Tour of Duty:	Wed / Thur Hillside TSM 7:30AM – 3:30PM Fri Hillside TSM 8:00AM – 4:00PM Sat / Sun Bethpage Facility 6:00AM – 2:00PM		
Rate of Pay:	\$50.245		
Rest Days:	Monday / Tuesday		

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Position No.	2	Permanent	Agent (A901) – Rooney assigned
Location:			Atlantic Terminal / Jamaica Theater
Tour of Duty:			Wed / Thur Atlantic Terminal 6:00AM – 2:00PM Fri Jamaica Theater 2:00PM – 10:00PM Sat / Sun Atlantic Terminal 2:00PM – 10:00PM
Rate of Pay:			Wed / Thur /Sat / Sun \$52.670 Fri \$50.245
Rest Days:			Monday / Tuesday

Position No.	3	Permanent	Agent (A103)
Location:			Penn Station TSM
Tour of Duty:			6:00AM – 2:00PM
Rate of Pay:			\$50.245
Rest Days:			Saturday / Sunday

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Notice of Awards to Bulletin SD-13-2023

Position Number	Type	Job Number	Name	Award Date
1	Permanent	A505	A. Gilmour	7/19/2023
2	Temporary	A700	J. Mellen	7/19/2023
3	Permanent	A901-Rooney (A)	Re-advertised	Re-advertised
4	Permanent	A121	F. Castellano	7/19/2023

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

DATE: July 19, 2023

BULLETIN NO.: SD-14-2023

This bulletin will close at 5:00 PM on Friday, July 28, 2023

It will be open to employees included in the consolidated system seniority roster for CLERICAL forces. All bids must be received 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 by sending the CT-88 interoffice, Fax, and email. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position.

All bids can be sent to **Stations Department – Crew Office, Jamaica Mail Code 1106** via interoffice mail or you can scan or take a picture of your CT-88 and email to: LIRRStationsDeptBids@lirr.org or you can fax your CT-88 to the crew office at 718-558-7429.

For all emails: **Be sure to put your Name in the subject line and the word BID. EX: JOHN SMITH-BID**

All bid withdrawals can either be done by calling crew or emailing the same email address before the bulletin closes. If you are close to the closing date/time of the bid be sure to call crew directly to get a verification that the bid has been withdrawn.

All emailed bids and withdrawal requests will receive an email response within 48 hours of your original email, if you do not receive a response after 48 hours, please call the crew dispatcher's office to inquire.

PRIMARY DUTIES WILL BE LISTED AFTER THE JOB POSTINGS

Position No.	1	Permanent	Ticket Clerk (C993)
Location:	Penn Station / Massapequa / Lynbrook / Flushing / Huntington		
Tour of Duty:	Tues Penn Station 6:15AM – 2:15PM Wed Massapequa 6:00AM – 2:00PM Thur Lynbrook 6:00AM – 2:00PM Fri Flushing 6:05AM – 2:05PM Sat Huntington 8:00AM – 4:00PM		
Rate of Pay:	Tues \$40.052 Wed \$37.857 Thur \$37.218 Fri / Sat \$38.008		
Rest Days:	Sunday / Monday		

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Position No.	2	Temporary	Station Appearance Maintainer (ARCH900)
Location:	Freeport / Arch St Facility / Northport		
Tour of Duty:	Mon Freeport 5:00AM – 1:00PM Thur / Fri Arch St Facility 6:00AM – 2:00PM Sat / Sun Northport 6:00AM – 2:00PM		
Rate of Pay:	Mon / Thur / Fri \$33.194 Sat / Sun \$34.214		
Rest Days:	Tuesday / Wednesday		

Position No.	3	Temporary	Station Appearance Maintainer (GCM667)
Location:	Grand Central Madison		
Tour of Duty:	6:00AM – 2:00PM		
Rate of Pay:	\$33.194		
Rest Days:	Monday / Tuesday		

Position No.	4	Temporary	Station Appearance Maintainer / Chief (GCM985)
Location:	Grand Central Madison		
Tour of Duty:	2:00PM – 10:00PM		
Rate of Pay:	Wed / Thur / Fri SAM \$33.194 Sat / Sun Chief \$37.914		
Rest Days:	Monday / Tuesday		

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Position No.	5	Temporary	Station Appearance Maintainer (GCM988)
Location:			Grand Central Madison
Tour of Duty:			2:00PM – 10:00PM
Rate of Pay:			\$33.194
Rest Days:			Friday / Saturday

Position No.	6	Temporary	Station Appearance Maintainer Heavy Duty Chief (HCT10)
Location:			Jamaica / Atlantic
Tour of Duty:			9:00AM – 5:00PM
Rate of Pay:			\$38.065
Rest Days:			Saturday / Sunday

Position No.	7	Temporary	Station Appearance Maintainer Heavy Duty (HGM650)
Location:			Grand Central Madison
Tour of Duty:			10:00PM – 6:00AM
Rate of Pay:			\$34.515
Rest Days:			Sunday / Monday

Position No.	8	Temporary	Station Appearance Maintainer (L404)
Location:			Wyandanch
Tour of Duty:			5:00AM – 1:00PM
Rate of Pay:			\$33.194
Rest Days:			Wednesday / Thursday

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Position No.	13	Permanent	Station Appearance Maintainer (GCM672)
Location:			Grand Central Madison
Tour of Duty:			2:00PM – 10:00PM
Rate of Pay:			\$33.194
Rest Days:			Wednesday / Thursday

Position No.	14	Permanent	Station Appearance Maintainer (GMC677)
Location:			Grand Central Madison
Tour of Duty:			10:00PM – 6:00AM
Rate of Pay:			\$33.194
Rest Days:			Wednesday / Thursday

Position No.	15	Permanent	Station Appearance Maintainer (H553) <i>A. Alerno assigned</i>
Location:			Port Washington / Valley Yard/Divide
Tour of Duty:			6:00AM – 2:00PM
Rate of Pay:			\$34.364
Rest Days:			Monday / Tuesday

Position No.	16	Permanent	Station Appearance Maintainer (HMC106)
Location:			Hillside Maintenance Complex
Tour of Duty:			6:30AM – 2:30PM
Rate of Pay:			\$33.194
Rest Days:			Saturday / Sunday

Position No.	17	Permanent	Station Appearance Maintainer (HMC111)
Location:			Hillside Maintenance Complex
Tour of Duty:			6:30AM – 2:30PM
Rate of Pay:			\$33.194
Rest Days:			Saturday / Sunday

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Position No.	18	Permanent	Station Appearance Maintainer (JAM112)
Location:	Jamaica		
Tour of Duty:	Mon / Tue / Fri 4:00PM – 12:00AM Sat / Sun 1:30PM – 9:30PM		
Rate of Pay:	\$33.194		
Rest Days:	Wednesday / Thursday		

Position No.	19	Permanent	Station Appearance Maintainer (JAM124)
Location:	Jamaica		
Tour of Duty:	5:00AM – 1:00PM		
Rate of Pay:	\$33.345		
Rest Days:	Saturday / Sunday		

Position No.	20	Permanent	Station Appearance Maintainer (JAM 130)
Location:	Jamaica		
Tour of Duty:	6:00AM – 2:00PM		
Rate of Pay:	\$33.194		
Rest Days:	Saturday / Sunday		

Position No.	21	Permanent	Station Appearance Maintainer (L309P)
Location:	Hicksville		
Tour of Duty:	2:00PM -10:00PM		
Rate of Pay:	\$33.194		
Rest Days:	Monday / Tuesday		

THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT

Position No. 22 Permanent Station Appearance Maintainer (L322)

Location: Ronkonkoma Yard

Tour of Duty: 7:00AM – 3:00PM

Rate of Pay: \$33.194

Rest Days: Thursday / Friday

Position No. 23 Permanent Station Appearance Maintainer (L325)

Location: New Hyde Park Station

Tour of Duty: 6:00AM – 2:00PM

Rate of Pay: \$33.194

Rest Days: Monday / Tuesday

Position No. 24 Permanent Station Appearance Maintainer (L901)

Location: Massapequa Park / Seaford / Copiague

Tour of Duty: Mon / Tue Massapequa Park 5:00AM – 1:00PM
Wed Seaford 5:00AM – 1:00PM
Sat / Sun 5:00AM – 1:00PM

Rate of Pay: \$33.194

Rest Days: Thursday / Friday

Position No. 25 Permanent Station Appearance Maintainer (L902)

Location: Rockville Center / Seaford / Bellmore / Freeport

Tour of Duty: Wed Rockville Center 5:00AM – 1:00PM
Thur Seaford 5:00AM – 1:00PM
Fri / Sat Bellmore 5:00AM – 1:00PM
Sun Freeport 5:00AM – 1:00PM

Rate of Pay: \$33.194

Rest Days: Monday / Tuesday

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

TICKET CLERK POSTINGS

C993

Must be qualified in the sale and accounting of tickets and related duties as outlined in the Instructions to Agents and Ticket Clerk Manual. Passing a pre-screening assessment (i.e. physical, written and/or practical evaluation) will be required. Must have a valid NYS Driver's license. Must possess the ability to exercise good judgment and efficiently perform assigned duties. Will be required to work as directed.

STATION APPEARANCE MAINTAINER (SAM) POSTINGS

V489, L309P, L322, L325, L404, L901, L902, L904, L913, V489, V910, V912, V913, V919 SL01, SL02, ARCH900

Van and Line Job Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). 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. Operate company vehicles and drive between Long Island Railroad 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. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer duties as directed by the Foremen, Terminal Leaders and/or Branch Line Leaders.

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

HCT10

Primary Duties for Heavy Duty Chief: Must be able to supervise, coordinate and instruct Station Appearance Maintainers and Laborers in the performance of their duties. Must be completely familiar with the work rules of employees being supervised.

Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items when needed (garbage, furniture, salt bags). Heavy box lifting, use rakes, use shovels, use high speed floor polishing equipment, use compressors and spray washers. 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. Operate company vehicles and drive between Long Island Railroad 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. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer/laborer duties as directed by the Foremen, Terminal Managers and/or Branch Line Managers. Always required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn.

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

H553, HGM650

Primary Duties for Heavy Duty: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items when needed (garbage, furniture, salt bags). Heavy box lifting, use rakes, use shovels, use high speed floor polishing equipment, use compressors and spray washers. 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. Operate company vehicles and drive between Long Island Railroad 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. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer duties as directed by Foremen, Terminal Leaders and/or Branch Line Leaders. Always required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn.

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

JAM112, JAM124, JAM130, HMC106, HMC111

Primary Duties for HMC, Jamaica, and Atlantic Terminal: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). 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. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

Responsible to complete daily station cleaning reports and to provide reports to supervisors as directed. Operate company vehicles and drive between Long Island Railroad 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. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Always required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer/laborer duties as directed by the Foremen, Terminal Leaders and/or Branch Line Leaders.

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

GCM985

Primary Duties: Must be able to supervise, coordinate and instruct Station Appearance Maintainers and Laborers in the performance of their duties. Must be completely familiar with the work rules of employees being supervised.

Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items when needed (garbage, furniture, salt bags). Heavy box lifting, use rakes, use shovels, use high speed floor polishing equipment, use compressors and spray washers. 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. Operate company vehicles and drive between Long Island Railroad 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. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer/laborer duties as directed by the Foremen, Terminal Leaders and/or Branch Line Leaders. Always required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn.

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

GCM664, GCM667, GCM672, GCM988, GCM672

Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). 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. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

Responsible to complete daily station cleaning reports and to provide reports to supervisors as directed. Operate company vehicles and drive between Long Island Railroad 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. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Always required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer/laborer duties as directed by the Foremen, Terminal Leaders and/or Branch Line Leaders.

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Notice of Awards to Bulletin SD-13-2023

Position Number	Type	Job Number	Name	Award Date
1	Permanent	C703	N. Appel	7/19/2023
2	Permanent	CG942	D. Charles	Pending
3	Temporary	TS-4	Janice Estrada	Pending
4	Permanent	AMB	withdrawn	withdrawn
5	Permanent	AMB	withdrawn	withdrawn
6	Permanent	AMB	withdrawn	withdrawn
7	Permanent	AMB	withdrawn	withdrawn
8	Permanent	AMB	withdrawn	withdrawn
9	Permanent	AMB	withdrawn	withdrawn
10	Permanent	AMB	withdrawn	withdrawn
11	Permanent	L901	Re-advertised	Re-advertised
12	Permanent	V910	Re-advertised	Re-advertised
13	Permanent	V489	Re-advertised	Re-advertised
14	Permanent	L902	Re-advertised	Re-advertised
15	Temporary	L904	Re-advertise as Perm	Re-advertise as Perm
16	Permanent	GCM677	Re-advertised	Re-advertised
17	Permanent	H553-A. Salerno (A)	Re-advertised	Re-advertised
18	Temporary	RSC1	withdrawn	withdrawn
19	Permanent	V913	Re-advertised	Re-advertised
20	Permanent	L906	withdrawn	withdrawn

**THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF STATIONS OFFICER
STATIONS DEPARTMENT**

Notice of Awards to Bulletin SD-13-2023

Position Number	Type	Job Number	Name	Award Date
21	Permanent	SSM23	withdrawn	withdrawn
22	Permanent	V912-K. Anthony (A)	Re-advertised	Re-advertised
23	Permanent	JAM112	Re-advertised	Re-advertised
24	Permanent	GCM672	Re-advertised	Re-advertised
25	Temporary	L404	Re-advertised	Re-advertised
26	Temporary	ARCH900	Re-advertised	Re-advertised
27	Temporary	V919	Re-advertised	Re-advertised
28	Temporary	GCM988	Re-advertised	Re-advertised
29	Temporary	SL01	Re-advertised	Re-advertised
30	Temporary	SL02	Re-advertised	Re-advertised
31	Temporary	GCM985	Re-advertised	Re-advertised
32	Permanent	V482	D.Gonzales	7/19/2023
33	Permanent	V471	C. P. Doyle	7/19/2023
34	Permanent	MP102	D. Madeam	7/19/2023
35	Permanent	L314	B. Martyn	7/19/2023
36	Permanent	H502	S. Giarratano	7/19/2023
37	Permanent	L327	C. Senkus	7/19/2023
38	Permanent	L328	G. Monda	7/19/2023
39	Permanent	MP101	I. Berrios	7/19/2023
40	Permanent	HC501	S. Bess	7/19/2023

LONG ISLAND RAILROAD

MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: USBUL2-72 **Sequence:** 72

Description: USHER BULLETIN 2/72

Open: 07/05/2023 00:01 Close: 07/14/2023 17:00 Effective: 07/19/2023 00:01 Posted: 07/01/2023 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
JAU7	USHERS	Permanent	JAMAICA	Withdrawn		
NYU4	USHERS	Permanent	NEW YORK	51983	A. Iodice	

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: USBUL2-73

Bulletin Seq: 72

Bulletin Description: USHER BULLETIN 2/73

Open: 07/19/2023 00:01

Close: 07/28/2023 17:00

Effective: 08/02/2023 00:01

Posted: 07/19/2023 00:01

Asgn	Position	Perm Or Temp	Terminal
JAU6	USHERS	Permanent	JAMAICA

Location JAMAICA

Report Time 3PM

Rest Days SUNDAY & MONDAY

Rate Of Pay \$41.763 HOURLY

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: TELBUL3-10 **Sequence:** 10

Description: TELEGRAPHERS BULLETIN 3-10

Open: 07/05/2023 00:01 Close: 07/14/2023 17:00 Effective: 07/19/2023 00:01 Posted: 07/03/2023 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From
FT2	BLOCK OPERATOR	Permanent	BROOK		Readvertise		
FT3	BLOCK OPERATOR	Permanent	BROOK		Readvertise		
TR16	BLOCK OPERATOR	Temporary	BROOK		Readvertise		
GCM21	TRAIN DIRECTOR	Permanent	GRAND CENTRAL MADISON		Readvertise		
GCM22	TRAIN DIRECTOR	Temporary	GRAND CENTRAL MADISON		Readvertise		
JCBJ22	TRAIN DIRECTOR	Permanent	JCC TOWER	59149	BALDAN, M	169	JCCMT1 BO JCCT
JCCMT2	BLOCK OPERATOR	Permanent	JCC TOWER		Readvertise		
JCCMT3	BLOCK OPERATOR	Temporary	JCC TOWER		Readvertise		
JCHNA2	ASST. TRAIN DIRECTOR	Permanent	JCC TOWER	54215	WILCOX, BL	80	JCBJ1 TR JCCT
TR9	BLOCK OPERATOR	Permanent	JCC TOWER		Readvertise		
BO1047	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		
BO1051	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		
BO1052	BLOCK OPERATOR	Temporary	LIRR-Extra List		Withdrawn		
BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		
BO1056	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		
BO1057	BLOCK OPERATOR	Temporary	LIRR-Extra List		Readvertise		
BO1058	BLOCK OPERATOR	Temporary	LIRR-Extra List		Readvertise		
BO1059	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: TELBUL3-11

Bulletin Seq: 11

Bulletin Description: TELEGRAPHERS BULLETIN 3-11

Open: 07/19/2023 00:01

Close: 07/28/2023 17:00

Effective: 08/02/2023 00:01

Posted: 07/18/2023 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1047	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY SUNDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
BO1051	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
BO1052	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
BO1056	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 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.

Bulletin Description: TELEGRAPHERS BULLETIN 3-11

Open: 07/19/2023 00:01

Close: 07/28/2023 17:00

Effective: 08/02/2023 00:01

Posted: 07/18/2023 00:01

Asgn	Position	Perm Or Temp	Terminal
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BO1057	BLOCK OPERATOR	Temporary	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		

BO1058	BLOCK OPERATOR	Temporary	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		

BO1059	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days FRIDAY & SATURDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		

FT2	BLOCK OPERATOR	Permanent	BROOK
	Location BROOK TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$43.355 HOURLY \$1.666 DIFFERENTIAL		

FT3	BLOCK OPERATOR	Permanent	BROOK
	Location BROOK TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$43.355 HOURLY \$1.666 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.

Bulletin Description: TELEGRAPHERS BULLETIN 3-11

Open: 07/19/2023 00:01

Close: 07/28/2023 17:00

Effective: 08/02/2023 00:01

Posted: 07/18/2023 00:01

Asgn	Position	Perm Or Temp	Terminal
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JCCMT1	BLOCK OPERATOR	Temporary	JCC TOWER
	Location	JCC TOWER	
	Report Time	601AM	
	Rest Days	SATURDAY & SUNDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	

JCCMT2	BLOCK OPERATOR	Permanent	JCC TOWER
	Location	JCC TOWER	
	Report Time	201PM	
	Rest Days	MONDAY & TUESDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	

JCCMT3	BLOCK OPERATOR	Temporary	JCC TOWER
	Location	JCC TOWER	
	Report Time	1001PM	
	Rest Days	WEDNESDAY & THURSDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	

TR16	BLOCK OPERATOR	Temporary	BROOK
	Location	BROOK TOWER	
	Report Time	VARIOUS	
	Rest Days	THURSDAY & FRIDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	
		SATURDAY & SUNDAY: FT1; 601AM	
		MONDAY & TUESDAY: FT2: 201PM	
		WEDNESDAY: FT3: 1001PM	

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.

Bulletin Description: TELEGRAPHERS BULLETIN 3-11

Open: 07/19/2023 00:01

Close: 07/28/2023 17:00

Effective: 08/02/2023 00:01

Posted: 07/18/2023 00:01

Asgn	Position	Perm Or Temp	Terminal
TR9	BLOCK OPERATOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$43.355 HOURLY \$1.666 DIFFERENTIAL		
	SATURDAY & SUNDAY: JCCMT1; 601AM		
	MONDAY & TUESDAY: JCCMT2; 201PM		
	WEDNESDAY: JCCMT3; 1001PM		
GCM21	TRAIN DIRECTOR	Permanent	GRAND CENTRAL MADISON
	Location GRAND CENTRAL MADISON		
	Report Time 201PM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$55.157 DIFF \$2.04		
GCM22	TRAIN DIRECTOR	Temporary	GRAND CENTRAL MADISON
	Location GRAND CENTRAL MADISON		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$55.157 DIFF \$2.04		
JCBJ1	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 601AM		
	Rest Days SUNDAY & MONDAY		
	Rate Of Pay \$53.034 HOURLY \$2.050 DIFFERENTIAL		
V2	TRAIN DIRECTOR	Permanent	VALLEY TOWER
	Location VALLEY TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$53.824 HOURLY \$2.081 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.



STATIONS DEPARTMENT NOTICE NO. 2023-40

Date: July 10, 2023

To: All Stations' Department Employees

From: Theresa Dorsey, Chief Stations Officer *T. Dorsey*

Re: **Policy Reminder for School Monthly Purchases in Summer Months**

Reminder of our school monthly process during the summer months:

- We do not offer student monthly tickets to students traveling to do internships at hospitals, they must be attending a college or university. (Not a University Hospital).
- The student using the ticket must still be attending high school or secondary school (no college students are allowed to use the student monthly).

If the student is attending a college for a summer program that gives them high school credit, they must do the following:


- Have the application filled out- since many schools are closed for the summer months, they should have the school they are attending fill out the school portion of the application.
- Show you their student ID - make a copy of it and attach to the application-we use the student ID because their regular school is not able to fill out the application. ID must be valid for the current year or upcoming school year.
- If they give you an authorization letter from the school they are attending, ensure the name matches their ID, attach the letter to the form.
- The school they attend during the year must be on our authorized school listing for them to apply for the student monthly.

* * *

Any questions please refer to your Branch or Terminal Leader



STATIONS DEPARTMENT NOTICE NO. 2023-41

Date: July 18, 2023
 To: All Stations Department Ticket Sellers
 From: Theresa Dorsey, Chief Stations Officer 
 Subject: August 2023 Monthly Manufacturing Defect - Color / Tone Difference

A manufacturing defect has been identified in the August monthly stock. One stock is slightly brighter than the other. Both stocks are pictured below, and both will be valid for use during the month. Transportation has been notified of the two stocks that will be seen and will notify their staff.

LESS BRIGHT color / tone.



MORE BRIGHT color / tone.



Please direct any questions to our Ticket Selling Management staff:

Chris Smith- casmith@lirr.org	Jerry Davis- gadavis@lirr.org
Anthony Arcadipane ararcad@lirr.org	

Call any Ticket Selling Manager for assistance