



Long Island Rail Road
Going your way

BID SHEETS

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

May 20, 2020

**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 2950	Assistant Warehouse Person Warehouse 15 Shop Floor Temporary (H. Barry)	NO BIDS RECEIVED	
P&L 2951	Warehouse Person Temporary (C. Elliott) 11:30 am – 7:30 pm	Christian Jahkhah	5/27/20
P&L 2952	Assistant Warehouse Person ESA-Temporary (R. Townsend)	NO BIDS RECEIVED	
P&L 2953	Warehouse Person-V/V Permanent (H. Barry)	NO BIDS RECEIVED	
P&L 2954	Assistant Warehouse Person Permanent WH 15 SF 8am-4pm (J. Macedonia)	NO BIDS RECEIVED	
P&L 2955	Warehouse Person-SF-V/V Permanent (M. Lombardi)	NO BIDS RECEIVED	
P&L 2956	Warehouse Person-HSF Warehouse 15-Shop Floor V/V Permanent (M. Boyd-West)	NO BIDS RECEIVED	

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

POSTED: 9:00 AM
May 20, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L - 2957

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person (H. Barry) – Temporary
RE-ADVERTISED (P&L – 2942 & 2950)
LOCATION: Hillside Warehouse 15 Shop Floor
TOUR OF DUTY: 8:00AM – 4:00PM
REST DAYS: Friday & Saturday
RATE OF PAY: \$32.996 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
May 20, 2020

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 2958

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person - (C. Jahkhah) – Temporary
LOCATION: Hillside
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Saturday & Sunday
RATE OF PAY: \$32.996 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.

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

POSTED: 9:00 AM
May 20, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L - 2959

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person - (R. Townsend) – Temporary
RE-ADVERTISED (P&L – 2858, 2865, 2871, 2877, 2885, 2893, 2900
2906, 2915, 2922, 2929, 2937, 2945 & 2952)
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: \$32.996 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.

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

POSTED: 9:00 AM
May 20, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 2960

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person - (H. Barry) – Permanent
RE-ADVERTISED (P&L-2808, 2812, 2814, 2817, 2821, 2823, 2828, 2837, 2846 & 2854, 2861, 2867, 2873, 2879, 2887, 2895, 2901, 2907, 2916, 2923, 2930, 2938 & 2946 & 2953)

LOCATION: Various

TOUR OF DUTY: Various

REST DAYS: Various

RATE OF PAY: \$35.335 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
May 20, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L - 2961

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person (J. Macedonia) – Permanent
RE-ADVERTISED (P&L- 2947 & 2954)
LOCATION: Hillside Warehouse 15 Shop Floor
TOUR OF DUTY: 8:00AM – 4:00PM
REST DAYS: Sunday & Monday
RATE OF PAY: \$32.996 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
May 20, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 2962

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person - (M. Lombardi) – Permanent
RE-ADVERTISED (P&L – 2840, 2848, 2856, 2863, 2869, 2875, 2881, 2889, 2897, 2903, 2909, 2918, 2925, 2932, 2940, 2948 & 2955)

LOCATION: Hillside Warehouse 15 Shop Floor

TOUR OF DUTY: Various

REST DAYS: Various

RATE OF PAY: \$35.335 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
May 20, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L - 2963

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, May 29, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131

POSITION: Warehouse Person - (M. Boyd-West) – Permanent
RE-ADVERTISED (P&L – 2864, 2870, 2876, 2882, 2890, 2898, 2904, 2910, 2919, 2926, 2933, 2941, 2949 & 2956)

LOCATION: Hillside Warehouse 15 Shop Floor

TOUR OF DUTY: Various

REST DAYS: Various

RATE OF PAY: \$35.335 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
May 20, 2020

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: TELBUL2-30 **Sequence:** 42
Description: TELEGRAPHERS BULLETIN 2-30
Open: 05/20/2020 00:01 **Close:** 05/29/2020 17:00 **Effective:** 06/03/2020 00:01 **Posted:** 05/20/2020 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
BO1058	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertis	
MT3	BLOCK OPERATOR	Permanent	NASSAU TOWER		Readvertis	

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 ID: TELBUL2-30

Bulletin Seq: 42

Bulletin Description: TELEGRAPHERS BULLETIN 2-30

Open: 05/20/2020 00:01

Close: 05/29/2020 17:00

Effective: 06/03/2020 00:01

Posted: 05/20/2020 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1058	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$39.471 HOURLY* (MINIMUM)		
	*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY.		

MT3	BLOCK OPERATOR	Permanent	NASSAU TOWER
	Location NASSAU TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$39.471 HOURLY*		
	*DIFFERENTIAL NOT INCLUDED IN 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.

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

DATE: May 20, 2020

AGENT'S BULLETIN NO. SD-05-2020

This bulletin will close at 5:00 PM on Friday, May 29, 2020. 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 Rosina Morales, 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

Location:

Tour of Duty:

Rate of Pay:

Rest Days:

AWARDS TO AGENT'S BULLETIN SD-01-2020

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary A982	Withdrawn	



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

DATE: May 20, 2020

BULLETIN NO. SD-09-2020

This bulletin will close at 5:00 PM on Friday, May 29, 2020. 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 Rosina Morales, 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	Temporary	Ticket Clerk (C142)
Location:		Jamaica
Tour of Duty:		6:30am -2:30pm
Rate of Pay:		\$36.463
Rest Days:		Saturday/Sunday

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. 2	Temporary	Ticket Clerk (C101)
Location:		Penn Station - Cust Svc Chief
Tour of Duty:		6:00am - 2:00pm
Rate of Pay:		\$44.571
Rest Days:		Sunday/Monday

Primary Duties: Must be completely familiar with the operation of Penn Station Ticket Office. Must be fully qualified in the sale and accounting of tickets with the ability to supervise, coordinate and instruct employees in the performance of their duties in the Ticket Office, Information Window, Ticket Receiver's Office, and Lost & Found. Must be able to answer and resolve all complaints and questions received regarding the Ticket Office, Information Window, Ticket Receiver's Office, Lost & Found, and Ticket Vending Machines. Must have a thorough working knowledge of all union rules and regulations pertaining to employees under the Collective Bargaining Agreement. Must be able to prepare, maintain, balance, and reconcile all station forms and accounts manually and through use of computer applications. Must be able to count and prepare large amounts of money for remittances and change orders. Must have a thorough working knowledge of the instructions to Agents and Clerks. Must be familiar with the sale and accounting of tickets and monies connected with special tours operated by the Group Sales Department. Must be completely familiar with and have working knowledge of the operation of Corporate and Department revenue collection and accounting systems. Must make daily assignments and cover vacant positions under their jurisdiction. Must be able to assume complete responsibility for the efficient operation of the Penn Station Facility under Terminal Transportation Services management jurisdiction.

Position No. 3	Permanent	Ticket Clerk (C960)
Location:		Woodside/Patchogue/Hicksville
Tour of Duty:		Wednesday - Woodside - 6am - 2pm Thursday - Patchogue - 5am - 1pm Friday - Hicksville - 1pm - 9pm Saturday/Sunday - Woodside - 8am - 4pm
Rate of Pay:		Wednesday - Woodside - \$34.020 Thursday - Patchogue - \$34.602 Friday - Hicksville - \$35.978 Saturday/Sunday - Woodside - \$34.020
Rest Days:		Monday/Tuesday
Primary Duties:		Same as Position No. 1

Position No. 4

Permanent

Ticket Clerk (C961)

Location:

Port Wash/Wantagh/Beth Fac./Hillside

Tour of Duty:

Monday - Port Wash - 6am - 2pm
Tuesday - Wantagh - 6am - 2pm
Friday - Beth Fac. - 6am - 2pm
Saturday - HSF Cashier - 11am - 7pm
Sunday - Beth Cashier - 10:30am - 6:30pm

Rate of Pay:

Monday - Port Wash - \$34.602
Tuesday - Wantagh - \$34.857
Friday - Beth Fac. - \$36.618
Saturday - HSF Cashier - \$40.411
Sunday - Beth Cashier - \$40.411

Rest Days:

Wednesday/Thursday

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.

CASHIER: This position must be able to verify Ticket Vending Machine cash removals and prepare deposits from these removals. Must be able to verify the contents of change modules removed from the Ticket Vending Machines and refill these modules for replenishment of the machines. Prepare deposit for change orders and verify change orders when received. Must be able to reconcile all cash removals, deposits, and coin refills processed against reports generated daily and cashier's safe. Will assist the Agent with the transfer of parts for repair between location and service contractor for TSMs. Record, verify, and forward any claims to Automated Ticket Sales of Transportation Services for processing. Must be able to lift full coin hoppers as part of daily routine. Must be qualified in the sale and accounting of tickets or ticket vending machines. Must possess the ability to exercise good judgment and perform all assigned and related duties.

TSM CLERK: Must have a full understanding of the sales and accounting of tickets and related duties. Must possess the ability to service, define error codes and correct malfunctions in the S&B TVM's. Process large amounts of currency and coins, prepare bank deposits, maintain accurate spare parts inventory, defective parts log and the TVM ticket stock book. Must be familiar with the TVM Malfunction and Maintenance reports.

The applicant should be mechanically inclined and be able to lift coin magazines, cassettes, bill and coin vaults. Must be able to operate coin filler, currency counter/sorter, coin sorter and be familiar with obtaining a "state report" from the S&B TVM utilizing a computer notebook.

Must possess the ability to exercise good judgment. Applicant must be customer oriented and be capable of effectively and courteously relating to customers.

Position No. 5 Permanent Ticket Clerk (C962)
Location: Port Washington/Penn Station/Long Beach
Tour of Duty: Wednesday/Thursday - Port Wash - 6am - 2pm
 Friday - Penn Station - 2pm - 10pm
 Saturday/Sunday - Long Beach - 10am - 6pm
Rate of Pay: Wednesday/Thursday - Port Wash - \$34.602
 Friday - Penn Station - \$36.463
 Saturday/Sunday - Long Beach - \$34.994
Rest Days: Monday/Tuesday
Primary Duties: Same as Position No. 1

Position No. 6 Permanent Ticket Clerk (C963)
Location: Hicksville
Tour of Duty: Saturday/Sunday/Monday - 6am - 2pm
 Tuesday/Wednesday - 1:15pm - 9:15pm
Rate of Pay: \$35.978
Rest Days: Thursday/Friday
Primary Duties: Same as Position No. 1

Position No. 7 Permanent Ticket Clerk (C964)
Location: Amityville/Babylon
Tour of Duty: Monday - Amityville - 6am - 2pm
 Tuesday/Wednesday - Babylon - 6am - 2pm
 Thursday/Friday - Babylon - 1:30pm - 9:30pm
Rate of Pay: Monday - Amityville - \$33.883
 Tuesday/Wednesday - Babylon - \$35.978
 Thursday/Friday - Babylon - \$35.978
Rest Days: Saturday/Sunday
Primary Duties: Same as Position No. 1

Position No. 8	Permanent	Station Appearance Maintainer (HMC 125)
Location:		Hillside
Tour of Duty:		3pm - 11pm
Rate of Pay:		\$30.220
Rest Days:		Friday/Saturday

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. All duties must be performed in an efficient and courteous manner. Responsible to complete daily facility cleaning reports and to provide reports to supervisors as directed. Responsible to perform, all related duties as directed.

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 Appearance Maintainer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

Position No. 9 Permanent Station Appearance Maintainer (HC501)

Location: JAM/ATL/NOST

Tour of Duty: 4/1 - 11/30 → 10pm - 6am
12/1 - 3/31 → 4pm - 12am

Rate of Pay: 4/1 - 11/30 → \$34.791
12/1 - 3/31 → \$34.654

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.

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. All duties must be performed in an efficient and courteous manner. Will be responsible to complete and submit written daily cleaning reports as directed. The Chief Station Appearance Maintainer will be responsible for providing a safe, clean environment for customers and employees and will be required to perform Station Appearance Maintainer/Laborer duties as directed by the General Terminal Manager.

Position No. 10	Permanent	Station Appearance Maintainer (V902)
Location:		Morris Park/Valley Stream
Tour of Duty:		Monday/Tuesday - Morris Park - 6:15am - 2:15pm Wednesday - Valley Stream - 6am - 2pm Saturday/Sunday - Morris Park - 6am - 2pm
Rate of Pay:		\$31.147
Rest Day:		Thursday/Friday

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. 11	Permanent	Station Appearance Maintainer (V459)
Location:		Valley Stream
Tour of Duty:		6am - 2pm
Rate of Pay:		\$31.147
Rest Days:		Tuesday/Wednesday
Primary Duties:		Same as Position No. 10

Position No. 12	Permanent	Station Appearance Maintainer (RSC1)
Location:		Jamaica SAM/Chief
Tour of Duty:		Wednesday/Thursday/Friday - SAM - 4pm - 12am Saturday/Sunday - Chief - 4pm - 12am
Rate of Pay:		Wednesday/Thursday/Friday - SAM - \$30.220 Saturday/Sunday - Chief - \$34.517
Rest Day:		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.

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. All duties must be performed in an efficient and courteous manner. Will be responsible to complete and submit written daily cleaning reports as directed. The Chief Station Appearance Maintainer will be responsible for providing a safe, clean environment for customers and employees and will be required to perform Station Appearance Maintainer/Laborer duties as directed by the Terminal Managers or Branch Line Managers.

Position No. 13	Temporary	Station Appearance Maintainer (ATL 102)
Location:		Atlantic Terminal
Tour of Duty:		6:00am - 2:00pm
Rate of Pay:		\$30.220
Rest Day:		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. 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. 18	Temporary	Station Appearance Maintainer (H572)
Location:		Babylon/Hicksville/Northport
Tour of Duty:		6am - 2pm
Rate of Pay:		\$31.285
Rest Day:		Thursday/Friday
Primary Duties:		Same as Position No. 10

AWARDS TO BULLETIN SD-08-2020

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C830	D. Brienza	5/20/20
POSITION NO. 2	Permanent L322	W. Haase	5/20/20
POSITION NO. 3	Permanent HMC101	P. Rivera	5/20/20
POSITION NO. 4	Permanent H502	P. Gumbs	5/27/20
POSITION NO. 5	Permanent V902	Re-Advertised	
POSITION NO. 6	Permanent JAM104	T. Kruse	5/27/20
POSITION NO. 7	Temporary ATL102	Re-Advertised	
POSITION NO. 8	Temporary RSC1	Withdrawn	
POSITION NO. 9	Temporary WSY900	Re-Advertised	
POSITION NO. 10	Temporary ATL105	Re-Advertised	
POSITION NO. 11	Temporary ATL107	Withdrawn	
POSITION NO. 12	Temporary HMC116	E. Hernandez	5/27/20
POSITION NO. 13	Temporary H572	Re-Advertised	
POSITION NO. 14	Temporary SSM5	J. Jean	5/20/20



Long Island Rail Road

STATIONS DEPARTMENT

NOTICE NO. 2020-19



James Compton

Date: May 4, 2020
To: Stations Department Employees
From: James Compton, Chief Stations Officer
Subject: COVID-19 Guidelines for Antibody Testing

The MTA has partnered with BioReference Labs to easily test employees for COVID-19 antibodies. This is a free test for MTA employees and the testing period is for five weeks.

Go on the website (bioreferencelabs.secure.force.com/MTA/) to register for your test. Website should be live on Tuesday, May 5th. You must use Google Chrome, Firefox or Safari (Int. Explorer doesn't work).

The hours of operation are 7am – 7pm Monday through Friday, the locations are Hillside (classroom 15) and Ronkonkoma Yard Facility (2nd floor classroom). Testing is scheduled to begin Thursday, May 7.

Here are the parameters to follow when you make your appointment on the website:

- If you are **not** a Station Appearance Maintainer or a Foreman, schedule your test on a day that you are **at home** due to ticket offices being closed, reduced M&R hours or reduction in TVM maintenance (administrative leave). You will not be allowed to come in late or leave during your working tour to get tested.
- If you are a **Station Appearance Maintainer or Foreman** please follow these guidelines:
 1. It is best to schedule a test on your own time so you can go to either location.
 2. For all AM tours you must schedule your appointment during the last hour of your tour.
 3. For all PM tours you must schedule your appointment during the first hour of your tour.
 4. You will not be able to go for a test while on overtime.
 5. If your job location is in Western Nassau, Queens, Brooklyn or Manhattan you must go to Hillside for your test. Be sure to discuss with your Foreman and/or manager.
 6. If your job location is in Suffolk or Eastern Nassau you must go to Ronkonkoma yard for your test. Be sure to discuss with your Foreman and/or manager.
 7. You must give your Foreman or manager at least 48 hours' notice of your scheduled appointment for them to accommodate your request so the operation is covered correctly.
 8. Once you receive your appointment, you must provide a copy of the document that you receive from the website to your Foreman or manager - this can be via text or email if needed.

If you are having trouble finding a time to schedule your appointment due to working overtime in support of the sanitizing operation reach out to your foreman or manager for help.

All other employees who are working in the office daily or are telecommuting daily contact your manager to work out a time for testing.

If you have any questions, please contact your manager. See attachments for website guidance.

NYS COVID-19 (CORONAVIRUS) ANTIBODY TESTING FOR MTA

- 1 Schedule an appointment: **bioreferencelabs.secure.force.com/MTA/**
Browser Note: Internet Explorer does not work. Use Google Chrome, Firefox, or Safari.
- 2 Come to the testing site on the day and time of your appointment. Please ensure that you are wearing a mask when you enter the testing site and that you observe social distancing rules.

Below is some helpful information for the day of your test:

- Staff at the testing site will check your ID and ensure that all information on file for you is correct.
 - Only one tube of blood will be taken.
 - You do not need to fast for this test so you can make your appointment for any day or time that is available.
-
- 3 Register for the BioReference Patient Portal to view your results once they are final:
 - Go to **bioreference.com/view-results**
 - Click the **CREATE AN ACCOUNT** button
 - Complete the registration process
 - Login and click the red **COVID-19 Results – Blood collection (Antibodies)** link at the top of the page. Your results will be available in the patient portal once testing is complete, so please continue to check back periodically.

NYS COVID-19 (CORONAVIRUS) ANTIBODY TESTING FOR MTA

ACCESSING YOUR TEST RESULTS

Please register for the BioReference Patient Portal to view your results once they are final:

- Go to **bioreference.com/view-results**
- Click the **CREATE AN ACCOUNT** button
- Complete the registration process
- Login and click the red **COVID-19 Results – Blood collection (Antibodies)** link at the top of the page.
Your results will be available in the patient portal once testing is complete, so please continue to check back periodically.

UNDERSTANDING YOUR TEST RESULTS

The COVID-19 antibody test uses a blood sample to identify the presence of antibodies to the novel coronavirus disease 2019. Antibodies are proteins produced by the body's immune system to try to fight infection.

You will receive two results for COVID-19 antibody testing. The first will tell you whether you are negative, equivocal or positive for having antibodies and the second will give you the numerical level of measured antibodies found in your blood. Below are possible result values you could receive:

Not Detected: Your results do not detect significant antibodies to COVID-19. It is likely that you have not been exposed to the virus, or are in the early stages of COVID-19 infection when IgG antibodies are not yet detectable. Low levels of measured antibodies can be found in negative results but do not indicate prior infection with COVID-19.

Equivocal: Your results are inconclusive for antibodies to COVID-19 infection. While you do have some antibodies, your levels are not high enough to yield a positive result. IgG antibodies usually rise over time if you have been infected, so you may benefit from retesting at a later date.

Detected: Your results detect the presence of IgG antibodies to COVID-19 at levels above the threshold. This means that you likely have been infected with COVID-19 in the past, and may have immunity based on information about how the body reacts to infections. However, it is still unclear whether antibodies provide immunity to re-infection for this particular virus. It is important to note that data on COVID-19 is still limited, and immunity to this virus may be different than has previously been observed for other infections. Please discuss the meaning of a positive result with your healthcare provider, as COVID-19 information is rapidly being updated.

**STATIONS DEPARTMENT
 NOTICE NO. 2020-20**

**(COVID-19 ESSENTIAL TRAIN SERVICE SCHEDULE IN EFFECT)
 (REVISED 5/19 DUE TO BEACHES OPENING)**

Date: May 19, 2020
 To: All Stations Department Employees
 From: James Compton, Chief Stations Officer
 Subject: Holiday- Memorial Day, Monday, May 25, 2020



Due to Train Service reductions from mandated social distancing and self-quarantining our needs have changed regarding jobs that are working and not working on **Memorial Day, May 25, 2020**.
See below for specific instructions based on your craft and job number.

<u>AGENT POSITIONS WILL WORK</u>	<u>TICKET CLERK POSITIONS WILL WORK</u>	<u>AMBASSADOR POSITIONS WILL WORK</u>
A103 Penn TVM	C112 Penn *	2020-22 Penn
A106 Hillside	C139 Jamaica	2020-23 Penn
A110 Penn	C140 Jamaica	2020-24 Penn
A200 Woodside	C151 Penn TVM	2020-27 Penn
A250 Jam Theater	C331 Bethpage	2020-29 Jamaica
A251 Jam Theater	C821 Hillside	2020-31 Jamaica
A303 Long Beach	C901 Penn *	2020-33 Atlantic
A311 Bethpage	C953 Bethpage	2020-35 Atlantic
A312 Bethpage		

*Due to construction work

**THE FOLLOWING STATION APPEARANCE MAINTAINER JOBS
 WILL NOT WORK:**

- | | | | |
|-----------------------|-----------------------|-----------------|--------------------|
| HMC111 Hillside | HMC116 Hillside | HMC122 Hillside | JAM114 Jamaica |
| JAM116 Jamaica | JAM122 Jamaica | JAM128 Jamaica | SSM2 PW/Roslyn |
| SSM3 KO/Hicksville | SSM4 LB/Valley Stream | SSM6 PW/Roslyn | SSM7 KO/Hicksville |
| SSM8 LB/Valley Stream | | | |

LEAD FOREMAN/FOREMAN: All are working
 OFFICES CLOSED: General Offices, Medical, Lost and Found, Mail & Ride.
 MESSENGER SERVICE: **WLL NOT** operate.
 TICKET SALES: Off Peak tickets good on all trains.
 TICKET OFFICE HOURS: All ticket offices are closed to the public.
 TRAIN SERVICE: Will operate on an "Essential Service" schedule.

If you have any questions, please contact your manager.