



Long Island Rail Road
Going your way

BID SHEETS

THE LONG ISLAND RAIL ROAD COMPANY

OFFICE OF THE CONTROLLER

NOTICE OF AWARD

POSITION: RIC-8 Clerk **PERMANENT**
BULLETIN NO.: 2665
LOCATION: Jamaica, NY
AWARDED TO: Jennifer Soltys
EFFECTIVE: December 2, 2020



for Mike Reilly

M. Reilly
Controller

THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF TRANSPORTATION OFFICER

December 2, 2020

NOTICE OF AWARD

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

<u>BULLETIN NO.</u>	<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE DATE</u>
02-20	Denial Clerk	R. Petrillo	December 2, 2020

Melissa Newell
Assistant to the Chief Transportation Officer

POSTED: 9:00 AM
December 2, 2020

LONG ISLAND RAILROAD

MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: TELBUL2-42 **Sequence:** 53

Description: TELEGRAPHERS BULLETIN 2-4

Open: 11/18/2020 00:01 **Close:** 11/27/2020 17:00 **Effective:** 12/02/2020 00:01 **Posted:** 11/18/2020 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER	Readvertis		
TR4	TRAIN DIRECTOR	Permanent	JCC TOWER	55060	MCSHINE, P	111 TR29
BO1052	BLOCK OPERATOR	Permanent	LIRR-Extra List	Readvertis		BO1051
BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List	Readvertis		TR WSY BO LIRR

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: TELBUL2-43

Bulletin Seq: 54

Bulletin Description: TELEGRAPHERS BULLETIN 2-43

Open: 12/02/2020 00:01

Close: 12/11/2020 17:00

Effective: 12/16/2020 00:01

Posted: 12/02/2020 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1052	BLOCK OPERATOR	Temporary	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$39.471 HOURLY* (MINIMUM)		
	*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY.		

BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$39.471 HOURLY* (MINIMUM)		
	* DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY.		

JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY/THURSDAY		
	Rate Of Pay \$39.471*		
	*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY		

TR29	TRAIN DIRECTOR	Permanent	WEST SIDE YARD
	Location WEST SIDE YARD		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay VARIOUS*		
	SAT/SUN WS11 WSY 7:00AM *\$48.282 HOURLY		
	MON/TUES WS21 WSY 3:00PM *\$48.282 HOURLY		
	WED WS31 WSY 11:00PM *\$46.052 HOURLY		
	*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.

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

December 2, 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 3026	Assistant Warehouse Person ESA-Temporary (R. Townsend)	NO BIDS RECEIVED	
P&L 3027	Assistant Warehouse Person Morris Park/Richmond Hill Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3028	Warehouse Person-SF-V/V Permanent (M. Lombardi)	NO BIDS RECEIVED	
P&L 3029	Warehouse Person-V/V Permanent (B. Hagemann)	NO BIDS RECEIVED	
P&L 3030	Warehouse Person Temporary (C. Elliott) 11:30 am – 7:30 pm	NO BIDS RECEIVED	

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

POSTED: 9:00 AM
December 2, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3031

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, December 11, 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, 2959, 2966, 2972, 2978, 2983,
2988, 2992, 2997, 3003, 3009, 3014, 3020 & 3026)

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
December 2, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3032

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, December 11, 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 – 2979, 2984, 2989, 2993, 2998, 3004, 3010, 3015, 3021 & 3027)
LOCATION: Morris Park/Richmond Hill (Mon. Tues. Wed. MP / Sat. & Sun. RH)
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Thursday & Friday
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
December 2, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3033

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, December 11, 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, 2962, 2969, 2980, 2985, 2990, 2994, 2999, 3005, 3011, 3016, 3022 & 3028)

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
December 2, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3034

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, December 11, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person - (B. Hagemann) – Permanent
RE-ADVERTISED (P&L – 2991, 2995, 3000, 3006, 3012, 3017, 3023 & 3029)

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
December 2, 2020

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3035

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, December 11, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person – (C. Elliott) – Permanent
RE-ADVERTISED (P&L – 2996, 3001, 3007, 3013, 3018, 3024 & 3030)

LOCATION: Hillside

TOUR OF DUTY: 11:30 AM – 7:30 PM

REST DAYS: Saturday & Sunday

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
December 2, 2020

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

DATE: December 2, 2020

BULLETIN NO. SD-10-2020

This bulletin will close **at 5:00 PM on Friday, December 11, 2020**. 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 **Rosina Morales, 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 don't receive a response after 48 hours please call the crew dispatcher's office to inquire.

Position No. 1	Temporary	Agent (AT112)
Location:		Penn Station – Train Hall
Tour of Duty:		10:00am– 6:00pm
Rate of Pay:		\$47.951
Rest Days:		Saturday/Sunday

Position No. 2	Permanent	Agent (A986)
Location:		Penn Station – TSM
Tour of Duty:		Saturday/Sunday/Monday – 6:00am – 2:00pm Tuesday/Wednesday – 2:00pm – 10:00pm
Rate of Pay:		\$45.743
Rest Days:		Thursday/Friday

Position No. 2	Permanent	Agent (A701)
Location:		Mineola
Tour of Duty:		5:35am – 1:35pm
Rate of Pay:		\$42.980
Rest Days:		Saturday/Sunday

AWARDS TO AGENT'S BULLETIN CS-

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Permanent A702	R. Licker	12/2/20
POSITION NO. 2	Permanent A701	Re-Advertised	

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

DATE: December 2, 2020

BULLETIN NO. SD-22-2020

This bulletin will close **at 5:00 PM on Friday, December 11, 2020**. 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 **Rosina Morales, 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 don't receive a response after 48 hours please call the crew dispatcher's office to inquire.

Position No. 1	Temporary	Ticket Clerk (C905)
Location:		Penn Station/Atlantic Terminal
Tour of Duty:		Monday - ATL – 7:00am - 3:00pm Tuesday/Wednesday – Penn – 6:00am - 2:00pm Thursday – ATL - 6:00am - 2:00pm Friday – ATL - 7:00am - 3:00pm
Rate of Pay:		Monday - ATL – \$35.209 Tuesday/Wednesday – Penn – \$36.463 Thursday – ATL - \$35.209 Friday – ATL - \$35.209
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 (C310)
Location:		Valley Stream
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$35.255
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 1

Position No. 3	Temporary	Ticket Clerk (C822)
Location:		Hillside TSM
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$36.618
Rest Days:		Wednesday/Thursday

Primary Duties: Must be able to read train schedules and give prompt and accurate train information and use latest technology as it relates to fares, track assignments, schedules, tickets types and tour packages. Will be required to answer customer questions related to locations in and around the station. Will be required to monitor the waiting room checking that all occupants are valid ticket holders, checking customer tickets prior to entering waiting room, and maintaining the time-table rack throughout the station. Must be able to keep station posters and special instructions current, take in timetables deliveries, discard expired timetables and maintain an organized timetable room. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 4	Temporary	Ticket Clerk (C146)
Location:		Jamaica
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$36.463
Rest Days:		Monday/Tuesday
Primary Duties:		Same as Position No. 1

Position No. 5	Temporary	Ticket Clerk (CT801)
Location:		Baldwin
Tour of Duty:		5:00am – 1:00pm
Rate of Pay:		\$35.978
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 1

Position No. 6	Permanent	Ticket Clerk (C103)
Location:		Penn Station – Train Hall - CCSC
Tour of Duty:		12:00pm – 8:00pm
Rate of Pay:		\$44.571
Rest Days:		Saturday/Sunday

Primary Duties: Must be qualified in the sale and accounting of tickets and related duties and have a thorough knowledge of the Instructions to Agents and Ticket Clerk manual. Will be required to handle refunds, exchanges, group sales, ticket sales, cash, checks, credit, debit and transit benefit transactions. Process and handle ADL payments and Management adjustments. Applicant will be required to fill out late train notices and provide to customers as needed. Must be able to provide answers to service-related questions regarding tracks and departure times. This position will be required to field complaints and questions regarding the Ticket Offices, Information Desk, Lost & Found Office and Ticket Selling Machines. Incumbent must be able to record and track transactions and inquiries into Excel spreadsheet. Must be able to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 7	Permanent	Ticket Clerk (C115)
Location:		Penn Station – Train Hall - Clerk
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.463
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 1

Position No. 8	Permanent	Ticket Clerk (C116)
Location:		Penn Station – Train Hall - Clerk
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$36.463
Rest Days:		Tuesday/Wednesday
Primary Duties:		Same as Position No. 1

Position No. 9	Permanent	Ticket Clerk (C912)
Location:		Penn Station – Train Hall – Info/Clerk
Tour of Duty:		Monday – Info - 6:00am – 2:00 pm Tuesday/Wednesday –Clerk - 2:00pm – 10:00pm Saturday/Sunday – Clerk – 6:00am – 2:00pm
Rate of Pay:		Monday – Info - \$33.890 Tuesday/Wednesday –\$36.463 Saturday/Sunday – Clerk – \$36.463
Rest Days:		Thursday/Friday

Primary Duties: Must be qualified in the sale and accounting of tickets and related duties. Must possess the ability to exercise good judgment and efficiently perform assigned duties.

Must be able to read train schedules and give prompt and accurate train information and use latest technology as it relates to fares, track assignments, schedules, tickets types and tour packages. Will be required to answer customer questions related to locations in and around the station. Will be required to monitor the waiting room checking that all occupants are valid ticket holders, checking customer tickets prior to entering waiting room, and maintaining the time-table rack throughout the station. Must be able to keep station posters and special instructions current, take in timetables deliveries, discard expired timetables and maintain an organized timetable room. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 10	Permanent	Ticket Clerk (C125)
Location:		Penn Station – Train Hall - Info
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$33.890
Rest Days:		Monday/Tuesday

Primary Duties: Must be able to read train schedules and give prompt and accurate train information and use latest technology as it relates to fares, track assignments, schedules, tickets types and tour packages. Will be required to answer customer questions related to locations in and around the station. Will be required to monitor the waiting room checking that all occupants are valid ticket holders, checking customer tickets prior to entering waiting room, and maintaining the time-table rack throughout the station. Must be able to keep station posters and special instructions current, take in timetables deliveries, discard expired timetables and maintain an organized timetable room. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 11	Permanent	Ticket Clerk (C126)
Location:		Penn Station – Train Hall - Info
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$33.890
Rest Days:		Friday/Saturday
Primary Duties:		Same as Position No. 10

Position No. 12	Permanent	Ticket Clerk (C918)
Location:		Penn Station – Train Hall – Port Washington
Tour of Duty:		Tuesday – Penn Info – 6:00am – 2:00pm Wednesday/Thursday – PW – 6:00am – 2:00pm Friday/Saturday – Penn Info – 2:00pm – 10:00pm
Rate of Pay:		Tuesday – Penn Info – \$33.890 Wednesday/Thursday – PW – \$35.978 Friday/Saturday – Penn Info – \$33.890
Rest Days:		Sunday/Monday
Primary Duties:		Same as Position No. 9

Position No. 13	Permanent	Ticket Clerk (C108)
Location:		Penn Station – Clerk
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$36.463
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 1

Position No. 14	Permanent	Customer Service Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various

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. 15	Temporary	Customer Service Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 14

Position No. 16	Temporary	Ticket Clerk (CT-951)
Location:		Jamaica Terminal Ambassador
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$36.463
Rest Days:		Tuesday/Wednesday

Primary Duties: Primary Duties: Must be qualified in the sale and accounting of tickets and related duties. Must possess the ability to exercise good judgment and efficiently perform assigned duties. MUST be a qualified Ticket Clerk to apply and to have worked as a Ticket Clerk within the previous one-year period.

Position No. 17	Permanent	Station Appearance Maintainer (HC531)
Location:		Babylon YD/Divide/KO
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$34.517
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. 18	Permanent	Station Appearance Maintainer (RSC1)
Location:		Jamaica Chief/SAM
Tour of Duty:		Wed/Thurs/Fri – SAM – 4:00pm – 12:00am Saturday/Sunday – Chief - 4:00pm – 12:00am
Rate of Pay:		Wed/Thurs/Fri – SAM – \$30.220 Saturday/Sunday – Chief - \$34.517
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.

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. 19	Temporary	Station Appearance Maintainer (VT200)
Location:		Ronkonkoma Yard
Tour of Duty:		3:00pm – 1:00pm
Rate of Pay:		\$31.147
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. 20	Temporary	Station Appearance Maintainer (VT201)
Location:		Ronkonkoma Yard
Tour of Duty:		3:00pm – 11:00pm
Rate of Pay:		\$31.147
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 18

Position No. 21	Temporary	Station Appearance Maintainer (VT300)
Location:		Valley Stream
Tour of Duty:		3:00pm – 11:00pm
Rate of Pay:		\$31.147
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 18

AWARDS TO BULLETIN SD-21-2020

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C901	E. Estrada	12/2/20
POSITION NO. 2	Temporary C124	Re-Advertised	
POSITION NO. 3	Permanent C821	G. Webster	12/2/20
POSITION NO. 4	Permanent C952	G. Winberry	Pending
POSITION NO. 5	Temporary CT564	F. Farrell	12/16/20
POSITION NO. 6	Temporary CD106	A. Lopez	12/2/20
POSITION NO. 7	Temporary AMB	Re-Advertised	
POSITION NO. 8	Permanent RSC1	Re-Advertised	
POSITION NO. 9	Temporary WSY101	Withdrawn	
POSITION NO. 10	Temporary H502	E. Hernandez	Pending
POSITION NO. 11	Temporary L303	A. Gilmour	12/2/20

Rosina Morales – Manager Stations Services Support
Posted: December 2, 2020