



Long Island Rail Road
Going your way

BID SHEETS

7. When a PEMD Clerk vacancy is advertised, only bids from applicants qualified through the training program, or from employees who have previously owned this position in the Maintenance of Equipment Department, will be entertained.
8. For 24 months following the qualification of the Trainees, they will be subject to a "lock-in" for a period of 24 months from date of initial qualification. This means trainees are required to remain qualified and in a PEMD-Clerk position (should one be available) for the 24-months following their initial qualification. During the aforementioned 24-month period, should they be displaced from a PEMD-Clerk position, they will be required to bump, bid for, or if they consequently end up open, be subject to assignment by the Department to an open PEMD-Clerk position during their remaining training commitment period. Should they be displaced through no fault of their own from a PEMD-Clerk position during the above-mentioned 24-month Lock-in period, they will be required to bid for all open PEMD-Clerk positions as they become available until such time they are awarded a PEMD-Clerk position or until conclusion of their training commitment.

It is understood that when there is more than one Trainee subject to recall, they will be offered assignment in seniority order. Should Carrier be required to assign employees to open positions, they shall be assigned in inverse seniority order. Once the initial 24-month requirement to remain qualified and remain in a PEMD-Clerk position is satisfied, there will be no further obligation to remain in a PEMD-Clerk position except as provided for in the Controlling Agreement.

An employee may be released from the position if s/he is awarded a higher paying hourly position. Employees can request to be released from the aforementioned 24-month period by demonstrating a hardship, as defined by the Family Medical Leave Act. The employee will present his/her request to the Department Head or hi/her designated representative will review and consider such request. The release from the 24-month period shall be at the sole discretion of the Department Head or his/her designated representative.

9. A qualified employee awarded a position, who has not covered a position within 6 months of the training program will be provided a five-day refresher course if required, as determined by Carrier.
10. During the training period, Trainees will be compensated at the 70% rate (\$25.882) per hour of the PEMD Clerk rate (\$36.856). Upon successful completion of the training program, employees will be compensated for the full rate, retroactive to the initial day of training.

K. WIEBER
OFFICE OF M/E MANPOWER, HMC 3011

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

Bulletin ID: USBUL2-16 **Sequence:** 20

Description: USHER BULLETIN 2/16

Open: 03/03/2021 00:01 Close: 03/12/2021 17:00 Effective: 03/17/2021 00:01 Posted: 03/03/2021 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From		
UX0008	USHERS	Temporary	LIRR-Extra List	56386	PEPE, CJ	27	RUH6	US	NYK

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: USBUL2-17

Bulletin Seq: 20

Bulletin Description: USHER BULLETIN 2/17

Open: 03/17/2021 00:01

Close: 03/26/2021 17:00

Effective: 03/31/2021 00:01

Posted: 03/17/2021 00:01

Asgn	Position	Perm Or Temp	Terminal
RUH6	USHERS	Temporary	NEW YORK

Location JAMAICA & NEW YORK

Report Time VARIOUS

Rest Days TUESDAY & WEDNESDAY

Rate Of Pay *\$38.021 HOURLY

THURS/FRI BM1 (730AM)

SAT NYU2X (7AM)

SUN/MON JAU6 (3PM)

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

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

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

* Must work well with the public

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

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

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

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

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

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

Bulletin ID: TELBUL2-49 **Sequence:** 56

Description: TELEGRAPHERS BULLETIN 2-49

Open: 03/03/2021 00:01 Close: 03/12/2021 17:00 Effective: 03/17/2021 00:01 Posted: 03/03/2021 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
BO1056	BLOCK OPERATOR	Temporary	LIRR-Extra List	Readvertis		
MT3013	MVB TRAINEE	Temporary	PENN STATION CENTRAL	58598	Persaud, S.	167 JCCMT2 BO LIRR
MT3014	MVB TRAINEE	Temporary	PENN STATION CENTRAL	59010	Baldwin, G.	170 BO1050 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: TELBUL2-50

Bulletin Seq: 56

Bulletin Description: TELEGRAPHERS BULLETIN 2-50

Open: 03/17/2021 00:01

Close: 03/26/2021 17:00

Effective: 03/31/2021 00:01

Posted: 03/16/2021 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1051	BLOCK OPERATOR	Permanent	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.		
BO1052	BLOCK OPERATOR	Permanent	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.		
BO1056	BLOCK OPERATOR	Temporary	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.		
JCCMT2	BLOCK OPERATOR	Temporary	JCC TOWER
	Location JCC TOWER		
	Report Time 201PM		
	Rest Days MONDAY/TUESDAY		
	Rate Of Pay \$39.471*		
	*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY		
JCCQN2	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 245PM		
	Rest Days TUESDAY & WEDNESDAY		
	Rate Of Pay \$49.849 HOURLY*		
	*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY		

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

Bulletin ID: CREW8-92 **Sequence:** 92

Description: C/D BULLETIN 8-92

Open: 03/03/2021 00:01 Close: 03/12/2021 17:00 Effective: 03/17/2021 00:01 Posted: 03/03/2021 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
CX4003	CREW DISPATCHER	Temporary	LIRR-Extra List	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: CREW8-93

Bulletin Seq: 92

Bulletin Description: C/D BULLETIN 8-93

Open: 03/17/2021 00:01

Close: 03/26/2021 17:00

Effective: 03/31/2021 00:01

Posted: 03/17/2021 00:01

Asgn	Position	Perm Or Temp	Terminal
CX4003	CREW DISPATCHER	Temporary	LIRR-Extra List

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA (5C1)

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$43.810 HOURLY*

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING THE WORKING CONDITIONS OF EMPLOYEES REPRESENTED BY THE UTU, BLE TCU AND

UTU Y/M. MUST BE A COMPETENT TYPIST AND WORK AS DIRECTED WITHIN THE OFFICE OF THE MANAGER-TRANSPORTATION CREW MANAGEMENT SERVICES.

*DIFFERENTIAL NOT INCLUDED IN THE ABOVE RATE OF PAY.

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

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

DATE: March 17, 2021

BULLETIN NO. SD- 03-2021

This bulletin will close **at 5:00 PM on Friday, March 26, 2021**. 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	Permanent	Agent (A112)
Location:		Penn Station – Train Hall
Tour of Duty:		10:00am – 6:00pm
Rate of Pay:		\$47.951
Rest Days:		Saturday/Sunday

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

DATE: March 17, 2021

BULLETIN NO. SD- 06-2021

This bulletin will close **at 5:00 PM on Friday, March 26, 2021.** 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 (C923)
Location:		Jamaica/Hicksville
Tour of Duty:		Monday/Tuesday – Jamaica – 6:00am – 2:00pm Wednesday – Hicksville - 6:00am – 2:00pm Saturday/Sunday – Jamaica – 8:00am – 4:00pm
Rate of Pay:		Monday/Tuesday – Jamaica – \$36.463 Wednesday – Hicksville - \$34.994 Saturday/Sunday – Jamaica – \$36.463
Rest Days:		Thursday/Friday

Primary Duties: Must be qualified in the sale and accounting of tickets and related duties as outlined in the Instructions to Agents and Ticket Clerk Manual. Must possess the ability to exercise good judgment and efficiently perform assigned duties.

Position No. 2	Temporary	Ticket Clerk (C706)
Location:		Hicksville
Tour of Duty:		1:15pm – 9:15pm
Rate of Pay:		\$35.978
Rest Days:		Tuesday/Wednesday
Primary Duties:		Same as Position No. 1

Position No. 3	Temporary	Ticket Clerk (CT-815)
Location:		Babylon STIMS/Info
Tour of Duty:		1:30pm – 9:30pm
Rate of Pay:		\$36.618
Rest Days:		Saturday/Sunday

Primary Duties: Must be qualified in the sale and accounting of tickets and related duties as outlined in the Instructions to Agents and Ticket Clerk Manual. 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 timetable racks 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 be able to use an iPad/STIMS ticket selling unit to assist customers as needed with tickets and information from various applications. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 4	Permanent	Ticket Clerk (C161)
Location:		Jamaica STIMS/Info
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.618
Rest Days:		Wednesday/Thursday
Primary Duties:		Same as Position No. 3

Position No. 5	Permanent	Ticket Clerk (C162)
Location:		Jamaica STIMS/Info
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$36.618
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 3

Position No. 6	Permanent	Ticket Clerk (C163)
Location:		Jamaica STIMS/Info
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$36.618
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 3

Position No. 7	Permanent	Ticket Clerk (C926)
Location:		Jamaica/Atlantic Terminal
Tour of Duty:		Wednesday – Jamaica – 10:00am – 6:00am Thursday – Jamaica – 2:00pm – 10:00pm Friday – Jamaica – 10:00am – 6:00pm Saturday/Sunday – Atlantic – 1:00pm – 9:00pm
Rate of Pay:		Wednesday – Jamaica – \$36.463 Thursday – Jamaica – \$36.463 Friday – Jamaica – \$36.463 Saturday/Sunday – Atlantic – \$35.209
Rest Days:		Monday/Tuesday
Primary Duties:		Same as Position No. 1

Position No. 8	Permanent	Ticket Clerk (C930)
Location:		Jamaica STIMS/Info
Tour of Duty:		Wednesday/Thursday – 6:00am – 2:00pm Friday/Saturday/Sunday – 2:00pm – 10:00pm
Rate of Pay:		\$36.618
Rest Days:		Monday/Tuesday
Primary Duties:		Same as Position No. 3

Position No. 9	Permanent	Ticket Clerk (C924)
Location:		Jamaica
Tour of Duty:		Monday/Tuesday/Wednesday – 2:00pm – 10:00pm Saturday/Sunday – 6:00am – 2:00pm
Rate of Pay:		\$36.463
Rest Days:		Thursday/Friday
Primary Duties:		Same as Position No. 1

Position No. 10	Temporary	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. 11	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 10

Position No. 12	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 10

Position No. 13	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 10

Position No. 14	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 10

Position No. 15	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 10

Position No. 16	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 10

Position No. 17	Temporary	Station Appearance Maintainer (SWT-15)
Location:		Babylon Yard - Spray Wash
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$31.560
Rest Days:		Sunday/Monday

Primary Duties: Primary Duties for Spray Wash: 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 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.

Position No. 18	Temporary	Station Appearance Maintainer (SWT-16)
Location:		Port Wash/Roslyn – Spray Wash
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$31.560
Rest Days:		Friday/Saturday
Primary Duties:		Same as Position No. 17

Position No. 19	Temporary	Station Appearance Maintainer (SWT-17)
Location:		Ronkonkoma YD/Hicksville - Spray Wash
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$31.560
Rest Days:		Friday/Saturday
Primary Duties:		Same as Position No. 17

Position No. 20	Temporary	Station Appearance Maintainer (SWT-18)
Location:		Valley Stream YD/Long Beach - Spray Wash
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$31.560
Rest Days:		Friday/Saturday
Primary Duties:		Same as Position No. 17

Position No. 21	Temporary	Station Appearance Maintainer (SWT-19)
Location:		Bethpage Facility/Northport - Spray Wash
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$31.560
Rest Days:		Sunday/Monday
Primary Duties:		Same as Position No. 17

Position No. 22	Temporary	Station Appearance Maintainer (L303)
Location:		Lindenhurst
Tour of Duty:		5:00am – 1:00pm
Rate of Pay:		\$30.220
Rest Days:		Saturday/Sunday

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 Managers and/or Branch Line Managers.

Position No. 23	Temporary	Station Appearance Maintainer (L312)
Location:		Ronkonkoma
Tour of Duty:		5:00am – 1:00pm
Rate of Pay:		\$30.220
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 22

Position No. 24	Temporary	Station Appearance Maintainer (HMC113)
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Location:	Hillside Complex
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Tour of Duty:	7:30am – 3:30pm
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Rate of Pay:	\$30.220
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Rest Days:	Saturday/Sunday
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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 Managers and/or Branch Line Managers.

Position No. 25	Temporary	Station Appearance Maintainer (V491)
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Location:	Valley Stream
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Tour of Duty:	3:00pm – 11:00pm
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Rate of Pay:	\$31.148
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Rest Days:	Saturday/Sunday
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Primary Duties:	Same as Position No. 22
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Position No. 26	Permanent	Station Appearance Maintainer (H562)
Location:		Jamaica/ATL/NOST
Tour of Duty:		8:00AM – 4:00PM
Rate of Pay:		\$31.423
Rest Days:		Saturday/Sunday

Primary Duties: 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 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.

AWARDS TO BULLETIN SD-05-2021

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C720	M. Barrett-James	3/17/21
POSITION NO. 2	Permanent C924	Withdrawn	
POSITION NO. 3	Permanent C721	S. Giuliano	3/17/21
POSITION NO. 4	Temporary AMB	Re-Advertised	
POSITION NO. 5	Temporary AMB	Re-Advertised	
POSITION NO. 6	Temporary AMB	Re-Advertised	
POSITION NO. 7	Temporary AMB	Re-Advertised	
POSITION NO. 8	Permanent AMB	Re-Advertised	
POSITION NO. 9	Permanent AMB	Re-Advertised	
POSITION NO. 10	Permanent AMB	Re-Advertised	
POSITION NO. 11	Temporary RSC2	Withdrawn	
POSITION NO. 12	Temporary H543	M. Seminario	3/17/21
POSITION NO. 13	Permanent H502	E. Hernandez	3/17/21
POSITION NO. 14	Permanent H562	Re-Advertised	
POSITION NO. 15	Permanent HMC101	M. Reilly	3/17/21

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

AWARD ADDENDUM TO BULLETIN SD-04-2021

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 18	Permanent P-401	J. Edwards	March 22, 2021

Rosina Morales – Manager Stations Services Support
Posted: March 17, 2021

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

March 17, 2021

**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 3060	Assistant Warehouse Person ESA-Temporary (R. Townsend)	WITHDRAWN	
P&L 3061	Assistant Warehouse Person Morris Park/Richmond Hill Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3062	Warehouse Person-V/V Permanent (B. Hagemann)	Brian Hagemann	3/17/21
P&L 3063	Assistant Warehouse Person Temporary (C. Jahkhah)	Felicia Perez	3/24/21
P&L 3064	Warehouse Person Permanent (M. Figueroa)	Adrianne Tart	3/17/21
P&L 3065	Warehouse Person Permanent (A. Lal) 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
March 17, 2021

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3066

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, March 26, 2021**. 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, 3032, 3037, 3042, 3046, 3051, 3056 & 3061)
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
March 17, 2021

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3067

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, March 26, 2021**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person (A. Tart) – Permanent
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
March 17, 2021

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3068

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, March 26, 2021**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person – (A. Lal) – Permanent
RE-ADVERTISED (P&L – 3065)
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
March 17, 2021

**Long Island Railroad
Office of the Director – Employee Services**

Bulletin No. 2021-02

To all employees covered by regulations governing clerical forces on the Long Island Railroad.

NOTE: In accordance with the TCU agreement, please include seniority date, current position, and date last awarded current position on all bids. FAX: 718-558-6824 – Send original to address below:

Bids for the following position in the Office Services Department will be accepted by the Officer named below until the close of business on **Friday, March 26, 2021**.

Position:	Mail Attendant (Permanent)
Location:	Jamaica, New York
Tour of Duty:	7:00am – 3:00pm
Rest Days:	Saturday and Sunday
Rate of Pay:	\$31.14 per hour
Duties:	Duties will include, but not limited to, pick up U.S. Mail from Post Office, sort, distribute, and collect U.S. and interoffice mail, parcels, stationary supplies and printed matter and deliver same via hand truck to all departments within the Jamaica area. Daily use and handling of LIRR postal machines their function, operation and control. Must record and keep accurate records pertaining to all certified and registered mail. Will lend support to the Hillside Mail Room as directed. Other duties as assigned.
Requirements:	Must possess a valid driver's license subject to DMV verification, also approved safety shoes – in accordance with TCU agreement – to be furnished by the employee. Required lifting up to 70 lbs.
Contact:	Daniel Driscoll Director – Employee Services Human Resources Department Jamaica, NY – Mail Code 1157
Posted:	March 17, 2021

Safety Sensitive Position

**STATIONS DEPARTMENT
NOTICE NO. 2021-16**

Date: March 11, 2021

To: All Stations Department Employees

From: James Compton, Chief Stations Officer *James Compton*

Subject: **Mineola BLM Office - Temporary Relocation**

The next phase of the LIRR's Third Track Project includes renovations to the Mineola Station Building and plaza area. To accommodate the project, the Branch Line Manager Team will be temporarily relocating to field offices. The main office will be located at **Farmingdale Station** (Mail Code GY05) effective, Wednesday, March 17, 2021.

All office phone numbers are active at the field offices

All mail for the Branch Line Manager Team should be sent to Farmingdale Station, Mail Code GY05.

Personal Expenses (AKA Mileage Reports), Aramark receipts, exterminating receipts, SUS Audit Forms Should be sent directly to Christine Caramanica at Moynihan/Penn Station, Mail Code 0520.

Employee	Temp. Field Office Location	Mail Code
Craig Campbell	Oceanside	Farmingdale GY05
Cori Cronin	Ronkonkoma	Farmingdale GY05
Charlie Garbowski	Seaford	Farmingdale GY05
Ron Kessler	Northport	Farmingdale GY05
John Persico	Manhasset	Farmingdale GY05
Dan Doolan	Bay Shore	Farmingdale GY05
Christine Caramanica	Moynihan / Penn	Penn Station 0520
Sheri Dagostino	Farmingdale	Farmingdale GY05
Matt Baudier	Farmingdale	Farmingdale GY05

If you have any questions, please contact your respective manager.



STATIONS DEPARTMENT NOTICE NO. 2021-17

Date: March 11, 2021

To: All Stations Department Employees

From: James Compton, Chief Stations Officer *James Compton*

Subject: Holiday – Good Friday – Friday, April 2, 2021

The following positions **will be working** on Friday, April 2, 2021:

<u>AGENT</u>		<u>AMBASSADOR</u>	<u>TICKET CLERK</u>			
A103 Penn TVM	A506 Atlantic	AMB01 Penn	C101 Penn	C124 Penn	C151 Penn TVM	C911 Penn
A106 HSF TVM	A700 Beth TVM	AMB02 Penn	C102 Penn	C125 Penn TH	C161 Jam	C917 Penn
A110 Penn	A708 Ronkonkoma	AMB06 Jamaica	C103 Penn TH	C134 Atlantic	C162 Jam	C918 Penn TH
A111 Penn	A900 Jam Theater	AMB07 Jamaica	C104 Penn	C139 Jam	C201 Woodside	C952 Beth TVM
A112 Penn TH	A901 Jam Theater	AMB11 Atlantic	C108 Penn	C140 Jam	C700 Beth TVM	
A200 Woodside	A971 Huntington	AMB12 Atlantic	C114 Penn	C141 Jam	C704 Hicksville	
A252 Jam Theater	A982 Beth TVM		C115 Penn TH	C143 Jam	C813 Babylon	
A311 Beth TVM			C116 Penn TH	C145 Jam	C821 HSF TVM	
A505 Atlantic			C121 Penn	C146 Jam	C906 Atlantic	

STATION APPEARANCE MAINTAINER

ATL101	HC561 Jam/ATL	JAM108	L309 Hicksville	SSM9 Bethpage Fac	V483 Pt Wash
ATL102	HC571 Northport	JAM112	L309P Hicksville	SSM10 Bethpage Fac	V484 Northport
ATL105	HCT01 Bethpage Fac	JAM118	L310 Bethpage Fac.	SWT15 Bab Yd	V485 Northport
ATL107	HMC101	JAM119	L311 Huntington	SWT19 Beth Fac	V486 Garden City
ATL108	HMC103	JAM120	L312 Ronkonkoma	V452 Morris Pk	V489 Woodside
ATL109	HMC106	JAM124	L313 Farmingdale	V453 Pt Wash	V490 VS Yd
ARCH 900 – Arch St.	HMC109	JAM130	L314 Ronkonkoma	V454 Pt Wash	V491 VS Yd
H523 Valley Yd	HMC111	JAM131	L315 Bayside	V455 Garden City	V901 Garden City
H532 Babylon Yd	HMC112	JAM132	L316 Woodside	V456 Garden City	V903 Garden City
H543 Ronk Yd	HMC113	JCR2	L319 Hempstead	V457 Garden City	V904 Babylon Yd
H552 Port Wash	HMC116	L301 Mass Pk	L320 Pt Wash	V459 Valley Stream	VD100 VD Yard
H553 Port Wash	HMC118	L302 Mineola	L321 Lynbrook	V460 Baby Yd	VT300 Valley Yd
H562 Jam/ATL	HMC122	L303 Lindenhurst	L911 Ronk Yard	V461 Baby Yd	VT301 Valley Yd
H573 Northport	HMC123	L304 Freeport	MP101 – Morris Pk	V464 Baby Yd	VT400 Woodside
HC521 Valley Yd	HMC130	L305 Wantagh	RSC3 Atlantic	V466 Northport	VT401 Woodside
HT02 Bethpage Fac	HMC131	L307 Babylon	SSM1 Bab Yd	V477 Long Beh	VT500 GC Facility
HC531 Babylon Yd	JAM102	L308 Babylon	SSM5 Bab Yd	V479 Ronk Yd	VT501 GC Facility
HC541 Ronk Yd	JAM103			V480 Ronk Yd	WSY101

LEAD FOREMAN/FOREMAN:	Managers to determine per area
OFFICES CLOSED:	Corp., Medical, Lost & Found, Mail & Ride, All Ticket Remittance
MESSENGER SERVICE:	WILL NOT operate.
TICKET SALES:	Off Peak tickets good on all trains.
TICKET OFFICE HOURS:	Hicksville, Babylon, Huntington, Ronkonkoma (AM hours only); Penn and Jamaica -no overnight tours.
TRAIN SERVICE:	Will operate on a weekday schedule.

If you have any questions, please contact your manager.