



Long Island Rail Road
Going your way

BID SHEETS

**LONG ISLAND RAIL ROAD
CONTROLLER'S DEPARTMENT-PAYROLL
BULLETIN NO. 2021-1**

**TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENIORITY ROSTER OF
EXCEPTION 5 FORCES:**

Bids for the following position in the organization of Payroll Supervisor-Controller's Department will be accepted by the Officer named below until the close of business on Friday, July 30, 2021. Bids can be faxed to 718-558-7940 or sent via interoffice mail to MC: 1447.

POSITION: Supervisor of Payroll-**TEMPORARY**

LOCATION: F&A Building

TOUR DUTY: 8AM-4PM

REST DAYS: SAT/SUN

RATE OF PAY: \$50.562

DUTIES: Supervisor of the Payroll Group to process weekly payrolls based on processing dates. Must be able to multi-task. Job functions include processing one-fifth payments, vacation, and sick leave buybacks. Calculate retro-active wage adjustments. Resolve daily issues as presented various departments. Liaised with the Business Service Center and the Pension Department. Must ensure deadlines are met. Perform various analyses and auditing pertaining to personal expense, meal periods, 1/52 payments, attrition, back pay, comp time, time lost, on the job injuries, overpayments, and other payroll related items.

Perform all other related duties as assigned.

REQUIREMENT: BS/BA Degree in Accounting. Payroll and Timekeeping experience are mandatory. Advance excel and PeopleSoft experience. Excellent communication and interpersonal skills. Strong auditing and problem-solving skills.

Andrea Obioma
Payroll Manager
Controller's Department

Posted: 9:00 AM
July 21, 2021

AWARD BULLETIN NO. 1740

Job No. 32	No Qualified Bids Received
Job No. 34	No Qualified Bids Received

BULLETIN NO. 1742

POSITION PERMANENT
LOCATION
TOUR OF DUTY
RELIEF DAYS
RATE OF PAY
QUALIFICATIONS

CLERK – CENTRAL MANPOWER
HILLSIDE MAINTENANCE COMPLEX
2:30 PM to 10:30 PM
SUNDAY & MONDAY
\$37.614 PER HOUR
MAINTAIN ALL RECORDS AND REPORTS RELATED TO MECHANICAL DEPARTMENT.
HANDLE TIME CARDS, SICK FORMS, PERSONAL DAY FORMS, MAINTAIN FILES AND
OTHER RELATED DUTIES. MUST BE A QUALIFIED AND RAPID TYPIST.
CANDIDATES MUST HAVE SUCCESSFULLY COMPLETED TRAINING PROGRAM.

POSITION PERMANENT
LOCATION
TOUR OF DUTY
RELIEF DAYS
RATE OF PAY
QUALIFICATIONS

CLERK – CENTRAL MANPOWER
HILLSIDE MAINTENANCE COMPLEX
10:30 PM to 6:30 AM
SUNDAY & MONDAY
SAME AS JOB NO. 32
SAME AS JOB NO. 32

POSITION **TEMPORARY**
LOCATION
TOUR OF DUTY
RELIEF DAYS
RATE OF PAY

CLERK – CENTRAL MANPOWER TRAINEE
M OF E CENTRAL MANPOWER OFFICE
VARIOUS
VARIOUS
\$28.529 PER HOUR
\$37.614 per hour, after successful completion

QUALIFICATIONS

To train in covering all phases of Central Manpower clerical duties. Trainee must have the ability to think and reason in a pressure-filled atmosphere, must have phone etiquette, must be a qualified typist, must be reliable and responsible, and must work any and all holidays.

Trainee will be required to have a complete understanding of Maintenance of Equipment Department Policies and Union Agreements of the seven crafts governed by M of E Department. Trainee assigned will be required to properly handle all off-duty occurrences (notifying proper location/supervision), prepare daily off-duty report, maintain the force book, maintain sick log, maintain absence control records, prepare attendance discipline report, preparation of sick and personal leave day forms, prepare/maintain availability report, prepare/maintain accident/incident reports and AR-20s, prepare weekly payroll records using KRONOS and IDMS/LMAT computerized payroll systems, troubleshoot and edit all possible payroll problems, adjust vacation and/or personal day overuses, become knowledgeable with various computer programs (dataease, windows, lotus, etc.), dispatching the wreck crew.

Posted 9:00 AM; July 21, 2021

1. Training position will be bulletined and awarded based on seniority, fitness and the ability of the applicants.
2. Employee awarded training position will post on all three shifts for a period not to exceed eight weeks. Trainee will be required to become fully qualified during the eight-week period. As part of determining the qualifications, the trainee will be required to work 'alone' during the eighth week. If the Department determines that an employee has qualified in less than the specified period, the employee will be deemed qualified at that time. Employee awarded a training position, who fails to qualify within eight weeks, or when it becomes evident that he/she will not qualify, will be removed from training position and shall return to his/her former position, unless it has been abolished or filled by a senior employee in the exercise of seniority. The eight-week training period may be extended at Carrier's discretion.
3. During training, trainee is prohibited from bidding other positions. Trainee will not work on holidays during the training period unless specifically required to do so by the Carrier.
4. A trainee's regular job will be bulletined as a temporary job. If no Central Manpower vacancy exists when a trainee becomes qualified, the employee will revert to his/her former position, if the position has not been abolished or filled by a senior employee in the exercise of seniority.
5. When a Central Manpower vacancy is advertised (except the position of Head Clerk – Manpower Systems), only bids from applicants qualified through the training program, or from employees who have previously owned a Central Manpower position in the Maintenance of Equipment Department, will be entertained. If no qualified bids are received, the junior qualified employee, subject to recall, will be assigned to the vacant position. If there are no qualified applicants, the Central Manpower trainee position will be advertised. Once qualified, the employee will be assigned to the existing vacancy.
6. For 18 months following the qualification of the trainee, the employee will be required to accept temporary vacancies refused by regularly assigned Central Manpower Staff.
7. A qualified employee awarded a position who has not covered a position within six months of the training program will be provided a five-day refresher course, if required.
8. During the training period, Trainees will be compensated at the rate identified in Appendix A-1, for Clerk-Central Manpower Trainee. After the Trainee has successfully completed the training program, their rate of pay will be increased retroactive to their initial day in the training program to the Clerk – Central Manpower rate of pay. Rule 62(b) 1 and 2, Rates of Pay will apply where applicable.

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

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

July 21, 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 3086	Assistant Warehouse Person Morris Park/Richmond Hill Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3087	Assistant Warehouse Person Various/Various Temporary (J. Hausle)	WITHDRAWN	
P&L 3088	Warehouse Person RH/MP-Various/Various Temporary (D. Mendez)	NO BIDS RECEIVED	
P&L 3089	Warehouse Person Permanent (R. Kielawa)	Joseph Hausle	7/21/21

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

POSTED: 9:00 AM
July 21, 2021

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3090

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 30, 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, 3066, 3069, 3072, 3074, 3076, 3079, 3083 & 3086)
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
July 21, 2021

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3091

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 30, 2021**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131

POSITION: Warehouse Person – (D. Mendez) – Temporary
RE-ADVERTISED (P&L – 3088)
LOCATION: Morris Park / Richmond Hill
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
July 21, 2021

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3092

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, July 30, 2021**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION:	Assistant Warehouse Person (J. Hausle) – Permanent
LOCATION:	Various
TOUR OF DUTY:	Various
REST DAYS:	Various
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
July 21, 2021

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3093

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 30, 2021**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person (S. Brisco) – Temporary
LOCATION: Hillside
TOUR OF DUTY: 7:30 AM – 3:30 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
July 21, 2021

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: USBUL2-24 **Sequence:** 20

Description: USHER BULLETIN 2/24

Open: 07/07/2021 00:01 Close: 07/16/2021 17:00 Effective: 07/21/2021 00:01 Posted: 07/06/2021 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From		
UX0005	USHERS	Temporary	LIRR-Extra List	51513	VETTER, M	12	RUH4	US	REL

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: USBUL2-25

Bulletin Seq: 20

Bulletin Description: USHER BULLETIN 2/25

Open: 07/21/2021 00:01

Close: 07/30/2021 17:00

Effective: 08/04/2021 00:01

Posted: 07/21/2021 00:01

Asgn	Position	Perm Or Temp	Terminal
RUH4	USHERS	Temporary	RELIEF CREW

Location JAMAICA

Report Time VARIOUS

Rest Days THURSDAY & FRIDAY

Rate Of Pay *\$38.021 HOURLY

SAT JAU2 (6AM)
SUN/MON JAU4 (801AM-SUN/730AM-MON)
TUES/WED BM1 (7AM)

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

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

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

* Must work well with the public

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

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

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

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

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

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

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: TELBUL2-57 **Sequence:** 61

Description: TELEGRAPHERS BULLETIN 2-57

Open: 07/07/2021 00:01 Close: 07/16/2021 17:00 Effective: 07/21/2021 00:01 Posted: 07/07/2021 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From		
BJ22	TRAIN DIRECTOR	Permanent	BABYLON	59050	ALVARADO, J	174	TX1005	BO	LIRR
FT2	BLOCK OPERATOR	Permanent	BROOK	Readvertis					
JCCMT2	BLOCK OPERATOR	Temporary	JCC TOWER	Readvertis					
JCHN31	TRAIN DIRECTOR	Permanent	JCC TOWER	51772	PEREZ, MA	58	3-1	PC	PSCC
BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List	59145	LAU, A	178	BO1056	BO	LIRR
2-4	PSCC CONSOLE	Permanent	PENN STATION CENTRAL	56536	SIMMS, N	135	2-5	PC	PSCC
TR29	TRAIN DIRECTOR	Permanent	WEST SIDE YARD	55062	LANTIGUA, LN	105	TX1001	BO	LIRR

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: TELBUL2-58

Bulletin Seq: 62

Bulletin Description: TELEGRAPHERS BULLETIN 2-58

Open: 07/21/2021 00:01

Close: 07/30/2021 17:00

Effective: 08/04/2021 00:01

Posted: 07/21/2021 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1056	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.		
FT2	BLOCK OPERATOR	Permanent	BROOK
	Location BROOK TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$39.471 HOURLY \$1.666 DIFFERENTIAL		
JCCMT2	BLOCK OPERATOR	Temporary	JCC TOWER
	Location JCC TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$39.471 HOURLY \$1.666 DIFFERENTIAL		
2-5	PSCC CONSOLE OPERATOR	Permanent	PENN STATION CENTRAL CONTROL
	Location PSCC		
	Report Time 3PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$52.563 HOURLY \$2.151 DIFFERENTIAL		
3-1	PSCC CONSOLE OPERATOR	Permanent	PENN STATION CENTRAL CONTROL
	Location PSCC		
	Report Time 11PM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$52.563 HOURLY \$2.151 DIFFERENTIAL		

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

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: CREW9-01 **Sequence:** 1

Description: C/D BULLETIN 9-01

Open: 07/07/2021 00:01 Close: 07/19/2021 17:00 Effective: 07/21/2021 00:01 Posted: 07/06/2021 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
CX4003	CREW DISPATCHER	Permanent	LIRR-Extra List	Readvertis		
DT4101	CREW DISP. TRNEE	Permanent	LIRR-Extra List	56342	Hutchinson, L	

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: CREW9-02

Bulletin Seq: 1

Bulletin Description: C/D BULLETIN 9-02

Open: 07/21/2021 00:01

Close: 07/30/2021 17:00

Effective: 08/04/2021 00:01

Posted: 07/21/2021 00:01

Asgn	Position	Perm Or Temp	Terminal
CX4003	CREW DISPATCHER	Permanent	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: July 21, 2021

BULLETIN NO. SD-11-2021

This bulletin will close **at 5:00 PM on Friday, July 30, 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 (A120)
Location:		Penn Station – Train Hall Supervising Agent
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$47.951
Rest Days:		Saturday/Sunday

Position No. 2	Permanent	Agent (A603)
Location:		Huntington
Tour of Duty:		12:00pm – 8:00pm
Rate of Pay:		\$42.088
Rest Days:		Tuesday/Wednesday

Position No. 3	Permanent	Agent (A710)
Location:		Ronkonkoma
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$44.659
Rest Days:		Saturday/Sunday

Position No. 4	Permanent	Agent (A961)
Location:		Broadway/Bethpage Facility/Port Jefferson
Tour of Duty:		Monday/Tuesday – Broadway → 6:00am – 2:00pm Wednesday – Bethpage Facility → 8:30am – 4:30pm Saturday/Sunday – Port Jefferson → 6:00am – 2:00pm
Rate of Pay:		Monday/Tuesday – Broadway → \$43.480 Wednesday – Bethpage Facility → \$45.743 Saturday/Sunday – Port Jefferson → \$41.060
Rest Days:		Thursday/Friday

Position No. 5	Permanent	Agent (A985)
Location:		Huntington/Ronkonkoma
Tour of Duty:		Tuesday/Wednesday – Huntington → 12:00pm – 8:00pm Thursday/Friday – Ronkonkoma → 12:00pm – 8:00pm Saturday – Ronkonkoma → 8:00am – 4:00pm
Rate of Pay:		\$42.088
Rest Days:		Sunday/Monday

AWARD TO AGENT'S BULLETIN SD-10-2021

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Permanent A403	D. Giradi	8/4/21
POSITION NO. 2	Permanent A603	Re-Advertised	
POSITION NO.3	Permanent A985	Re-Advertised	

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

DATE: July 21, 2021

BULLETIN NO. SD- 14-2021

This bulletin will close **at 5:00 PM on Friday, July 30, 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 (C104)
Location:		Penn Station - Clerk
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.463
Rest Days:		Tuesday/Wednesday

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 (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. 3	Temporary	Ticket Clerk (C980)
Location:		Hicksville/Jamaica TSM-Info/Clerk
Tour of Duty:		Sunday/Monday – Hicksville → 6:00am – 2:00pm Tuesday/Wednesday – Hicksville → 1:15pm – 9:15pm Saturday – Jamaica → 6:00am – 2:00pm
Rate of Pay:		\$36.618
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.

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	Temporary	Ticket Clerk (C907)
Location:		Atlantic Terminal/Penn Station
Tour of Duty:		Monday – Atlantic → 7:00am – 3:00pm Tuesday/Wednesday – Penn → 6:00am – 2:00pm Thursday – Atlantic → 6:00am – 2:00pm Friday – Atlantic → 2:30pm – 10:30pm
Rate of Pay:		Monday – Atlantic → \$35.209 Tuesday/Wednesday – Penn → \$36.463 Thursday – Atlantic → \$35.209 Friday – Atlantic → \$35.209
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 1

Position No. 5	Permanent	Ticket Clerk (C109)
Location:		Penn Station Ticket Clerk - TR
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$36.463
Rest Days:		Sunday/Monday
Primary Duties:		Same as Position No. 1

Position No. 6	Permanent	Ticket Clerk (C720)
Location:		Hicksville – STIMS/Info
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.618
Rest Days:		Sunday/Monday
Primary Duties:		Same as Position No. 3

Position No. 7	Permanent	Ticket Clerk (C960)
Location:		Woodside/Patchogue/Hicksville
Tour of Duty:		Wednesday – Woodside → 6:00am – 2:00pm Thursday – Patchogue → 5:00am – 1:00pm Friday – Hicksville → 1:00pm – 9:00pm Saturday/Sunday → Woodside – 8:00am – 4:00pm
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. 8	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various

Primary Duties: Applicant could 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 Monday 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. 9	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 7

Position No. 10	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 7

Position No. 11	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 7

Position No. 12	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 7

Position No. 13	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various
Primary Duties:		Same as Position No. 7

Position No. 14	Temporary	Station Appearance Maintainer (ARCH900)
Location:	Freeport/Arch St./Northport	
Tour of Duty:	Monday – Freeport → 5:00am – 1:00pm Thursday/Friday – Arch St. → 6:00am – 2:00pm Saturday/Sunday – Northport – 6:00am – 2:00pm	
Rate of Pay:	Monday – Freeport → \$30.220 Thursday/Friday – Arch St. → \$30.220 Saturday/Sunday – Northport – \$31.148	
Rest Days:	Tuesday/Wednesday	

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. 15	Temporary	Station Appearance Maintainer (JAM122) – Assigned J. Yanez
Location:		Jamaica
Tour of Duty:		4:00pm – 12:00am
Rate of Pay:		\$30.221
Rest Days:		Tuesday/Wednesday

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. 16	Temporary	Station Appearance Maintainer (SL01)
Location:		Long Beach
Tour of Duty:		11:30am – 7:30pm
Rate of Pay:		\$30.220
Rest Days:		Tuesday/Wednesday
Primary Duties:		Same as Position No. 13

Position No. 17	Temporary	Station Appearance Maintainer (SL02)
Location:		Woodside/Long Beach/Freeport
Tour of Duty:		Monday – Woodside – 8:00am – 4:00pm Tuesday/Wednesday – Long Beach → 11:30am – 7:30pm Saturday/Sunday – Freeport – 1:00pm – 9:00pm
Rate of Pay:		\$30.220
Rest Days:		Thursday/Friday
Primary Duties:		Same as Position No. 13

Position No. 18	Temporary	Station Appearance Maintainer (SSM6)
Location:		Port Washington/Roslyn Spray Wash
Tour of Duty:		4/1 – 11/30 → 7:30am – 3:30pm 12/1 – 3/31 → 6:00am – 2:00pm
Rate of Pay:		4/1 – 11/30 → \$31.560 12/1 – 3/31 → \$31.285
Rest Days:		4/1 – 11/30 → Friday/Saturday 12/1 – 3/31 → Saturday/Sunday

Primary Duties for Extra list and 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. 19	Temporary	Station Appearance Maintainer (V459)
Location:		Valley Stream
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$31.148
Rest Days:		Tuesday/Wednesday
Primary Duties:		Same as Position No. 13

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

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. 21	Permanent	Station Appearance Maintainer (JAM102)
Location:		Jamaica
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$30.221
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 14

Position No. 22	Permanent	Station Appearance Maintainer (JAM104) – Assigned B. Harrison
Location:		Jamaica/SAM/Labor
Tour of Duty:		8:00am – 4:00pm
Rate of Pay:		\$30.221
Rest Days:		Thursday/Friday
Primary Duties:		Same as Position No. 14

Position No. 23	Permanent	Station Appearance Maintainer (JAM124)
Location:		Jamaica
Tour of Duty:		5:00am – 1:00pm
Rate of Pay:		\$30.357
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 14

Position No. 24	Permanent	Station Appearance Maintainer (JAM130)
Location:		Jamaica
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$30.220
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 14

Position No. 25	Permanent	Station Appearance Maintainer (RSC4)
Location:	Atlantic Terminal SAM/Chief	
Tour of Duty:	Sunday/Monday – SAM → 9:30pm – 5:30am Thursday/Friday – Chief → 6:00am – 2:00pm Saturday – SAM → 2:00pm – 10:00pm	
Rate of Pay:	Sunday/Monday – SAM → \$30.220 Thursday/Friday – Chief → \$34.517 Saturday – SAM → \$30.220	
Rest Days:	Tuesday/Wednesday	

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

Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items when needed (garbage, furniture, salt bags). Heavy box lifting, use rakes, use shovels, use high speed floor polishing equipment, use compressors and spray washers. Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner.

Responsible to complete daily station cleaning reports and to provide reports to supervisors as directed. Operate company vehicles and drive between Long Island Railroad properties. Must make minor repairs (e.g., change flat tires) as necessary to completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer/laborer duties as directed by the Foremen, Terminal 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. 26	Permanent	Station Appearance Maintainer (SSM8)
Location:	Valley Stream/Long Beach/Extra List	
Tour of Duty:	4/1 – 11/30 – Valley Stream/Long Beach → 7:30am – 3:30pm 12/1 – 3/31 – Extra List - Various	
Rate of Pay:	4/1 – 11/30 – Valley Stream/Long Beach → \$31.560 12/1 – 3/31 – Extra List - \$31.285	
Rest Days:	Friday/Saturday	

Primary Duties for Extra list and 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. 27	Permanent	Station Appearance Maintainer (V453)
Location:	Port Washington	
Tour of Duty:	3:30pm – 11:30pm	
Rate of Pay:	\$31.148	
Rest Days:	Saturday/Sunday	
Primary Duties:	Same as Position No. 13	

Position No. 28	Permanent	Station Appearance Maintainer (V902)
Location:		Morris Park/Valley Stream
Tour of Duty:		Monday/Tuesday – Morris Park → 6:15am – 2:15pm Wednesday – Valley Stream → 6:00am – 2:00pm Saturday/Sunday – Morris Park → 6:00am – 2:00pm
Rate of Pay:		\$31.148
Rest Days:		Thursday/Friday
Primary Duties:		Same as Position No. 13

AWARDS TO BULLETIN SD-12-2021

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C136	B. Moise	7/21/21
POSITION NO. 2	Temporary C153	T. Williams	7/21/21
POSITION NO. 3	Temporary C980	Re-Advertised	
POSITION NO. 4	Permanent C109	Re-Advertised	
POSITION NO. 5	Permanent C918	P. Gumbs	Pending
POSITION NO. 6	Permanent C927	B. Brown	Pending
POSITION NO. 7	Permanent C960	Re-Advertised	
POSITION NO. 8	Permanent CD106	A. Lopez	7/21/21
POSITION NO. 9	Temporary AMB	Re-Advertised	
POSITION NO. 10	Permanent AMB	Re-Advertised	
POSITION NO. 11	Permanent AMB	Re-Advertised	
POSITION NO. 12	Permanent AMB	Re-Advertised	
POSITION NO. 13	Permanent AMB	Re-Advertised	
POSITION NO. 14	Temporary ARCH900	Re-Advertised	
POSITION NO. 15	Temporary ATL102	Withdrawn	
POSITION NO. 16	Temporary JAM122	J. Yanez (A)	7/21/21
POSITION NO. 17	Temporary SL-01	Re-Advertised	
POSITION NO. 18	Temporary SL-02	Re-Advertised	
POSITION NO. 19	Temporary SSM6	Re-Advertised	
POSITION NO. 20	Permanent H562	D. Brown	7/21/21
POSITION NO. 21	Permanent HMC103	W. Rudden	7/21/21
POSITION NO. 22	Permanent JAM104	B. Harrison (A)	7/21/21
POSITION NO. 23	Permanent JAM112	A. Newton	7/21/21
POSITION NO. 24	Permanent SSM8	Re-Advertised	
POSITION NO. 25	Permanent V457	J. Cogdell	7/21/21