



Long Island Rail Road
Going your way

BID SHEETS

**THE LONG ISLAND RAIL ROAD
PUBLIC INFORMATION OFFICE
BULLETIN NO. 2022-01**

TO ALL CLERICAL EMPLOYEES:

APPOINTED One (1) Public Information Officer supervisory position has become available in the Public Information Office (PIO) in the MTA Office of Service Communications. All those interested in this position are invited to submit a resume to Susan McGowan – General Manager – Public Affairs, Mail Code 1131 or to smmcgow@lirr.org. All resumes must be received by **5 PM, March 25, 2022**. Please include the following information on your submittal: bulletin number, your employee number, railroad experience, and your current work location and phone extension. Thank you.

JOB SUMMARY

This is a supervisory position in the Public Information Office (PIO) in the Public Affairs Department. This position is responsible for supervising the operation of the PIO and providing information to Long Island Rail Road customers and the general public about all aspects of the Long Island Rail Road, including but not limited to service announcements, delays and policies.

WORK PERFORMED

- Supervising and overseeing the day-to-day operation of the 24/7 Public Information Office
- (PIO) and staff.
- Assist Manager - PIO in scheduling.
- Assist in the maintenance and updating of PIO templated-messages database.
- Assist in the entry of PIO messaging statistics (numbers of e-Alerts, text messages, message board postings, etc.) in the PIO database and write reports monthly, or as needed.
- Represent the PIO at LIRR meetings as directed
- Brief Senior Management on service disruptions as needed
- Assist Manager - PIO in the development and implementation of training exercises for PIO staff.
- Monitor LIRR Train service via the Movement Bureau, Customer Communication Supervisor Train Movement (CCSTM), TIMACS or any other source as instructed.
- Ensure public announcements concerning train service are made as needed via all avenues of communication and media platforms as necessary, including but not limited

to social media, customer e-Alerts and text messages, terminal message boards, Service Status and Internet postings and public address announcements and AVPS updates.

- Handle calls to provide current, updated information to public traffic reporting services, the LIRR's Customer Service Center Supervisor, and the MTA Press Office. They will make call-arounds to the media regarding special events at the LIRR.
- Record, review and compile daily electronic news media reports and compile clipped newspaper articles
- Review all reports as assigned
- Maintain a written transfer log including a list of all current announcements required as well as any other information relative to Public Address and AVPS operations
- Maintain an accurate record of announcements (including low-watt messages)
- Make clear and concise announcements by microphone via the PA Console regarding train delays, cancellations, service disruptions, and short trains
- Provide a comprehensive AM or PM peak summary report, including major causes for delays at the conclusion of each rush hour; as well as a summary report for overnights and weekend AM and PM shifts.
- Assist in the research and writing of press releases and customer correspondence
- Promote safe work practices and safe working conditions
- Lead by example
- All other duties assigned

QUALIFICATIONS

- Preferred Bachelor's degree in English, Communications, or Journalism; or directly related and demonstrated Journalism/News Media experience; and/or Transportation Operations experience.
- Prior customer service experience in a high pressure environment
- Prior media relations experience preferably in an operations environment
- Superior written and oral communication skills
- Experience directly responding to customer complaints arising from service emergencies
- Demonstrate ability to read and understand timetables, reports about upcoming track maintenance, special events, holiday programs, etc.
- Superior multi-tasking skills
- Flexibility and adaptability skills with ability to work various hours (24/7) and various days, including holidays, weekends, and during inclement weather.
- Knowledge of LIRR system and customer communication needs a plus.

Position: Public Information Officer
Location: JCC Building-6th Floor
Tour of Duty: various
Relief Days: various
Rate of Pay: \$45.39 per hour

Posted: March 16, 2022

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

DATE: March 16, 2022

BULLETIN NO. SD- 06-2022

This bulletin will close at 5:00 PM on Friday, March 25, 2022. 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 (C814)
Location:		Babylon
Tour of Duty:		1:30pm -- 9:30pm
Rate of Pay:		\$36.497
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. 3	Permanent	Ticket Clerk (C953)
Location:		Bethpage Facility
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$38.191
Rest Days:		Friday/Saturday

Primary Duties: Must have a full understanding of the sales and accounting of tickets and related duties. Must possess the ability to service, define error codes and correct malfunctions in the Ticket Vending Machines (TVM). Process large amounts of currency and coins, prepare bank deposits, maintain accurate spare parts inventory, defective parts log and the TVM ticket stock book. Must be familiar with the TVM Malfunction and Maintenance reports. The applicant should be mechanically inclined and be able to lift coin magazines, cassettes, bill and coin vaults. Must be able to operate coin filler, currency counter/sorter, coin sorter and be familiar with obtaining a "state report" from the TVM utilizing a computer notebook. Verify TVM cash removals and prepare deposits from these removals. Must be able to verify the contents of change modules removed from the TVMs and refill these modules for replenishment of the machines. Prepare deposit for change orders and verify change orders when received. Must be able to reconcile all cash removals, deposits, and coin refills processed against reports generated daily and cashier's safe. Will assist the Agent with the transfer of parts for repair between location and service contractor for TSMs. Record, verify, and forward any claims to Automated Ticket Sales area for processing. Must be able to lift full coin hoppers as part of daily routine. Must have a valid NYS Driver's license. Must be qualified in the sale and accounting of tickets or ticket vending machines. Must possess the ability to exercise good judgment and perform all assigned and related duties. Qualification of all TVM duties required. Incumbent must be customer oriented and be capable of effectively and courteously relating to customers.

Position No. 4 Temporary Mail & Ride Typist/Clerk (P201)
Location: Jamaica Mail & Ride
Tour of Duty: 7:30am – 3:30pm
Rate of Pay: \$37.609
Rest Days: Saturday/Sunday

Primary Duties: Must be a qualified 45wpm typist and be familiar with Microsoft Word software on a personal computer. Responsible for handling all outgoing and incoming mail, administration of postal permits and accounts, and coordination between Mail & Ride and Ticket Refunds offices. Must maintain and process all claims for lost/stolen tickets for entire railroad and attempt return of recovered tickets to customers. Must have a full understanding of the sale and accounting of Mail & Ride MetroCard monthly commutation tickets and all other Mail & Ride processes (ex. Application processing, collections, returned tickets, lockbox operations, MetroCard value inquiries, Police pass program, etc.). Must be familiar with line station and terminal ticket office operations and refund policies. Must be customer-oriented and be capable of effectively, efficiently and courteously relating with customers on the telephone. Must be able to use a PC to access the Mail & Ride database for customer inquiries, electronic posting of payments, record updates, etc. Must take lost ticket reports for all commuters.

Must perform pickup and delivery of payments and documents between Jamaica/Flatbush Ave./Penn Station/Hillside Facility and the Mail & Ride bank lock box, etc.

Must be able to perform all other Mail & Ride related Duties.

Position No. 5	Temporary	Station Appearance Maintainer (ARCH900)
Location:		Arch St/Northport/Freeport
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 → \$31.518 Thursday/Friday – Arch St. → \$31.518 Saturday/Sunday – Northport → \$32.486
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. 6 Temporary Station Appearance Maintainer (ATL109)
Location: Atlantic Terminal
Tour of Duty: 3:00pm – 11:00pm
Rate of Pay: \$31.518
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. 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. 7	Temporary	Station Appearance Maintainer (H552)
Location:		Port Wash/Valley YD/Divide
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$32.629
Rest Days:		Wednesday/Thursday

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.

Position No. 10 Temporary Station Appearance Maintainer (HMC112)

Location: Hillside Complex – Chief/SAM

Tour of Duty: Monday/Tuesday – Chief → 7:30am – 3:30pm
Wed/Thu/Fri – SAM → 7:30am – 3:30pm

Rate of Pay: Monday/Tuesday – Chief → \$36.000
Wed/Thu/Fri – SAM → \$31.518

Rest Days: Saturday/Sunday

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. 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. 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. 13 Temporary Station Appearance Maintainer (SWT-15)

Location: Babylon Yard - Spray Wash

Tour of Duty: 7:30am – 3:30pm

Rate of Pay: \$32.915

Rest Days: Sunday/Monday

Primary Duties: 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 Permanent Station Appearance Maintainer (RSC1)

Location: Jamaica Chief/SAM

Tour of Duty: Wed/Thu/Fri – SAM → 4:00pm – 12:00am
Sat/Sun – Chief → 4:00pm – 12:00am

Rate of Pay: Wed/Thu/Fri – SAM → \$31.518
Sat/Sun – Chief → \$36.000

Rest Days: Monday/Tuesday

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. 19	Permanent	Station Appearance Maintainer (SSM3)
Location:		Ronkonkoma Spray Wash Chief/Extra List
Tour of Duty:		12/1 – 3/31 – Extra List → Depends on the job you take 4/1 – 11/30 – KO Spray Wash Chief → 7:30am – 3:30pm
Rate of Pay:		12/1 – 3/31 – Extra List → \$32.629 4/1 – 11/30 – KO Spray Wash Chief → \$36.286
Rest Days:		Friday/Saturday

Primary Duties for Chief Spray Wash: 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.

Primary Duties for Chief and Extra List: 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.

AWARDS TO BULLETIN SD-05-2022

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C121	J. Andre	3/16/22
POSITION NO. 2	Temporary C911	G. Diaz	3/16/22
POSITION NO. 3	Permanent C102	D. Hutchinson	3/16/22
POSITION NO. 4	Permanent C124	M. Pimental	Pending
POSITION NO. 5	Permanent C704	D. Mottola	3/16/22
POSITION NO. 6	Permanent C815	J. Urban	3/16/22
POSITION NO. 7	Temporary ARZ860	D. Patterson	3/16/22
POSITION NO. 8	Temporary HCZ800	J. Urrego	3/16/22
POSITION NO. 9	Temporary HCZ810	D. Hookes	3/16/22
POSITION NO. 10	Temporary HCZ820	B. Davis	3/16/22
POSITION NO. 11	Temporary HZ801	A. Newton	3/16/22
POSITION NO. 12	Temporary HZ802	D. Brown	3/16/22
POSITION NO. 13	Temporary HZ803	T. LaBrunna	3/16/22
POSITION NO. 14	Temporary HZ811	E. Englehardt	3/16/22
POSITION NO. 15	Temporary HZ812	P. Jackson	3/16/22
POSITION NO. 16	Temporary HZ813	S. VanDyne	3/16/22
POSITION NO. 17	Temporary HZ821	N. Mantell	3/16/22
POSITION NO. 18	Temporary LZ850	A. Johnson	3/16/22
POSITION NO. 19	Temporary LZ851	M. Disenstag	3/16/22
POSITION NO. 20	Temporary SSM3	Withdrawn	
POSITION NO. 21	Permanent V912	J. Rucha	3/16/22
POSITION NO. 22	Permanent V913	K. Costello	3/16/22
POSITION NO. 23	Permanent V919	Re-Advertised	

Bulletin ID: TELBUL2-78

Bulletin Seq: 78

Bulletin Description: TELEGRAPHERS BULLETIN 2-78

Open: 03/16/2022 00:01

Close: 03/25/2022 11:00

Effective: 03/30/2022 00:01

Posted: 03/15/2022 00:01

Asgn Position

Perm Or Temp

Terminal

LONG ISLAND RAILROAD

MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

BO1051 BLOCK OPERATOR Temporary LIRR-Extra List
 Location TELEGRAPHER EXTRA LIST
 Report Time VARIOUS
 Rest Days SATURDAY & SUNDAY
 Rate Of Pay \$41.166 HOURLY & \$1.666 DIFFERENTIAL

BO1055 BLOCK OPERATOR Permanent LIRR-Extra List
 Location TELEGRAPHER EXTRA LIST
 Report Time VARIOUS
 Rest Days WEDNESDAY & THURSDAY
 Rate Of Pay \$41.166 HOURLY & \$1.666 DIFFERENTIAL

BO1056 BLOCK OPERATOR Permanent LIRR-Extra List
 Location TELEGRAPHER EXTRA LIST
 Report Time VARIOUS
 Rest Days WEDNESDAY & THURSDAY
 Rate Of Pay \$41.166 HOURLY & \$1.666 DIFFERENTIAL

BO1058 BLOCK OPERATOR Permanent LIRR-Extra List
 Location TELEGRAPHER EXTRA LIST
 Report Time VARIOUS
 Rest Days THURSDAY & FRIDAY
 Rate Of Pay \$41.166 HOURLY & \$1.666 DIFFERENTIAL

BO1059 BLOCK OPERATOR Permanent LIRR-Extra List
 Location TELEGRAPHER EXTRA LIST
 Report Time VARIOUS
 Rest Days FRIDAY & SATURDAY
 Rate Of Pay \$41.166 HOURLY & \$1.666 DIFFERENTIAL

BO1060 BLOCK OPERATOR Permanent BROOK

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

03/15/2022 10:58

Bulletin ID: TELBUL2-78

Bulletin Seq: 78

Bulletin Description: TELEGRAPHERS BULLETIN 2-78

Open: 03/16/2022 00:01

Close: 03/25/2022 11:00

Effective: 03/30/2022 00:01

Posted: 03/15/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
	Location		
	Report Time		
	Rest Days		
	Rate Of Pay		
FT3	BLOCK OPERATOR	Permanent	BROOK
	Location		
	Report Time		
	Rest Days		
	Rate Of Pay		
JCCMT1	BLOCK OPERATOR	Permanent	JCC TOWER
	Location		
	Report Time		
	Rest Days		
	Rate Of Pay		
JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER
	Location		
	Report Time		
	Rest Days		
	Rate Of Pay		
WL3	BLOCK OPERATOR	Permanent	LEAD
	Location		
	Report Time		
	Rest Days		
	Rate Of Pay		

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

03/15/2022 10:58

1

Bulletin ID: TELBUL2-78

Bulletin Seq: 78

Bulletin Description: TELEGRAPHERS BULLETIN 2-78

Open: 03/16/2022 00:01

Close: 03/25/2022 11:00

Effective: 03/30/2022 00:01

Posted: 03/15/2022 00:01

Asgn Position

Perm Or Temp

Terminal

MT3011 MB TRAINEE

Temporary

LJRR-Extra List

Location MOVEMENT BUREAU

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$41.166 HOURLY (MINIMUM)

Please note this position is in accordance with the TCU agreement signed on February 16, 2018

Training position open to Block Operators by which the carrier shall develop a training program to prepare and qualify Block Operators for Group 3. Such training shall be awarded by Block Operator seniority. Employees will be trained by carrier while maintaining their Block Operator positions. After the training is complete those Block Operators shall return to their previous positions, or at their selection may be placed on the Block Operator Extra List. They shall secure seniority on the Group 3 roster from the date they successfully completed Group 3 training. The Superintendent- Train Movement will determine, based on fitness and ability, those employees who have successfully completed Group 3 training. Group 3 qualified Block Operators will receive an increase in wages of \$1.25 per hour in addition to their normal rate of pay, provided they maintain Group 3 qualifications and remain on the Group 3 seniority list. Upon completion of training program, Group 3 qualified Block Operators must bid an open Group 3 position in the Movement Bureau. Please refer to agreement/verbiage in agreement for further information.

MT3012 MB TRAINEE

Temporary

LJRR-Extra List

Location MOVEMENT BUREAU

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$41.166 HOURLY (MINIMUM)

Please note this position is in accordance with the TCU agreement signed on February 16, 2018

Training position open to Block Operators by which the carrier shall develop a training program to prepare and qualify Block Operators for Group 3. Such training shall be awarded by Block Operator seniority. Employees will be trained by carrier while maintaining their Block Operator positions. After the training is complete those Block Operators shall return to their previous positions, or at their selection may be placed on the Block Operator Extra List. They shall secure seniority on the Group 3 roster from the date they successfully completed Group 3 training. The Superintendent- Train Movement will determine, based on fitness and ability, those employees who have successfully completed Group 3 training. Group 3 qualified Block Operators will receive an increase in wages of \$1.25 per hour in addition to their normal rate of pay, provided they maintain Group 3 qualifications and remain on the Group 3 seniority list. Upon completion of training program, Group 3 qualified Block Operators must bid an open Group 3 position in the Movement Bureau. Please refer to agreement/verbiage in agreement for further information.

JCCQ2 TRAIN DIRECTOR

Permanent

JCC TOWER

Location JCC TOWER

Report Time 201PM

Rest Days TUESDAY & WEDNESDAY

Rate Of Pay \$51.990 HOURLY
\$2.118 DIFFERENTIAL.

All bids must be in the transportation crew management services office prior to the close of this bulletin. C1 SS receipts is honored only if signed by employees working in the transportation crew management services office.

03/15/2022 10:58

Bulletin ID: TELBUL2-78

Bulletin Seq: 78

Bulletin Description: TELEGRAPHERS BULLETIN 2-78

Open: 03/16/2022 00:01

Close: 03/25/2022 11:00

Effective: 03/30/2022 00:01

Posted: 03/15/2022 00:01

Asgn Position

Perm Or Temp

Terminal

TR3 TRAIN DIRECTOR

Permanent

JCC TOWER

Location VARIOUS

Report Time VARIOUS

Rest Days FRIDAY & SATURDAY

Rate Of Pay VARIOUS

SUNDAY: JTD13 JCC-645AM; \$55.905 HOURLY; \$2.335 DIFFERENTIAL

MONDAY & TUESDAY: JTD24 JCC-245PM; \$55.905 HOURLY; \$2.335 DIFFERENTIAL

WEDNESDAY: JTD32 JCC-1045PM; \$55.905 HOURLY; \$2.335 DIFFERENTIAL

THURSDAY: V3 VALLEY-1001PM *\$49.5300 HOURLY; \$2.015 DIFFERENTIAL

All bids must be in the transportation crew management services office prior to the close of this bulletin. C-1-88 receipt is honored only if signed by employees working in the transportation crew management services office.

03/15/2022 10:58

**LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

Bulletin ID: USBUL2-41

Bulletin Seq: 40

Bulletin Description: USHER BULLETIN 2/41

Open: 03/16/2022 00:01

Close: 03/25/2022 17:00

Effective: 03/30/2022 00:01

Posted: 03/16/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
UX0012	USHERS	Permanent	LIRR-Extra List

Location VARIOUS
 Report Time VARIOUS
 Rest Days VARIOUS
 Rate Of Pay \$39.511 HOURLY & \$1.650 DIFFERENTIAL BASE RATE
 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 SYSTEM

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 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.

03/15/20 9:34

Bulletin ID: USBUL2-41

Bulletin Seq: 40

Bulletin Description: USHER BULLETIN 2/41

Open: 03/16/2022 00:01

Close: 03/25/2022 17:00

Effective: 03/30/2022 00:01

Posted: 03/16/2022 00:01

Asgn Position

Perm Or Temp

Terminal

UX0013 USHERS

Permanent

LIRR-Extra List

Location VARIOUS

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$39.511 HOURLY & \$1.650 DIFFERENTIAL BASE RATE
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 SYSTEM

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 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.

03/15/20 9:34

Bulletin ID: USBUL2-41

Bulletin Seq: 40

Bulletin Description: USHER BULLETIN 2/41

Open: 03/16/2022 00:01

Close: 03/25/2022 17:00

Effective: 03/30/2022 00:01

Posted: 03/16/2022 00:01

Asgn Position

Perm Or Temp

Terminal

UX0016 USHERS

Permanent

LIRR-Extra List

Location VARIOUS

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$39.511 HOURLY & \$1.650 DIFFERENTIAL BASE RATE

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 SYSTEM

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 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.

03/15/20 9:34

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

Bulletin ID: USBUI.2-40 Sequence: 40

Description: USHER BULLETIN 2/40

Open: 03/02/2022 00:01 Close: 03/11/2022 17:00

Effective: 03/16/2022 00:01 Posted: 03/01/2022 00:01

Asgn.	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
UX0012	USHERS	Permanent	LIRR-Extra List	Readvertis	Readvertis	
UX0013	USHERS	Permanent	LIRR-Extra List	Readvertis	Readvertis	
UX0016	USHERS	Permanent	LIRR-Extra List	Readvertis	Readvertis	

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: CREW9-18

Bulletin Seq: 18

Bulletin Description: C/D BULLETIN 9-18

Open: 03/16/2022 00:01

Close: 03/25/2022 17:00

Effective: 03/30/2022 00:01

Posted: 03/01/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
DT4102	CREW DISP. TRNEE	TEMP	LIRR-Extra List

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA
Report Time VARIOUS
Rest Days VARIOUS
Rate Of Pay *\$31.566/\$38.484 HOURLY

TEMPORARY

FAXED BIDS WILL NOT BE ACCEPTED

APPLICANTS MAY BE SUBJECTED TO AN APTITUDE EXAM THAT HAS BEEN DEVELOPED BY THE HUMAN RESOURCES DEPARTMENT.

DURING THE COURSE OF THE TRAINING PROGRAM, 3 - 4 WRITTEN EXAMS WILL BE ADMINISTERED TO THE TRAINEE.

RATE OF PAY INCREASES TO \$38.484 AFTER TRAINEE HAS SUCCESSFULLY COMPLETED 3 MONTHS OF THE TRAINING PROGRAM. RATE INCREASE WILL BE RETROACTIVE TO THE INITIAL DAY IN THE TRAINING PROGRAM.

AS INFORMATION, 100% QUALIFIED CREW DISPATCHER RATE IS \$45.691

APPLICANTS FOR THIS POSITION MUST COMPLETE THE CREW DISPATCHER TRAINING PROGRAM "APPENDIX G-1" OF THE TCU CONTRACT.

TRAINEE SHALL BE BOUND BY THE PROVISIONS OF THIS AGREEMENT FOR A PERIOD OF 24 MONTHS FROM THE DAY TRAINING BEGINS UNLESS MUTUALLY AGREED TO BY THE CARRIER AND THE ORGANIZATION.

TRAINEES ASSIGNED HERETO WILL BE REQUIRED TO TRAIN ON ALL CREW DISPATCHING AND PAYROLL DISPATCHING ASSIGNMENTS IN ORDER TO BECOME CONVERSANT IN THE USE OF VARIOUS TIMETABLES, CREW BOOKS AND PAYROLL MANUALS, ETC. AND OBTAIN A THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING EMPLOYEES UNDER THE JURISDICTION OF THE CREW MANAGEMENT SERVICES OFFICE.

*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.

03/15/20 8:15

**LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

Bulletin Awards - Non-Ops

Bulletin ID: CREW9-17 **Sequence:** 17

Description: C/D BULLETIN 9-17

Open: 03/02/2022 00:01 **Close:** 03/11/2022 17:00 **Effective:** 03/16/2022 00:01 **Posted:** 03/01/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
CX4003	CREW DISPATCHER	Permanent	LIRR-Extra List	56342	HUTCHINSON, LH	36 DT4101 DT LIRR

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

March 16, 2022

**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 3171	Warehouse Person Warehouse 15-Shop Floor Temporary (M. Boyd-West)	WITHDRAWN	(Correction)
P&L 3175	Warehouse Person RH/MP-VariouS/VariouS Temporary (D. Mendez)	NO BIDS RECEIVED	
P&L 3176	Assistant Warehouse Person Various/VariouS Permanent (J. Hausle)	NO BIDS RECEIVED	
P&L 3177	Assistant Warehouse Person Warehouse 15-Shop Floor Temporary (K. Boykin)	WTIHDRAWN	
P&L 3178	Assistant Warehouse Person Permanent (K. Boykin)	NO BIDS RECEIVED	
P&L 3179	Assistant Warehouse Person Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3180	Warehouse Person Temporary (C. Howard-Lowe)	NO BIDS RECEIVED	

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

POSTED: 9:00 AM
March 16, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3181**

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 25, 2022. 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 – 3130, 3136, 3142, 3149, 3156, 3162, 3169 & 3175)

LOCATION: Morris Park / Richmond Hill

TOUR OF DUTY: Various

REST DAYS: Various

RATE OF PAY: \$36.853 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 16, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3182**

**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, March 25, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person (J. Hausle) – Permanent
RE-ADVERTISED (P&L – 3092, 3096, 3102, 3107, 3111, 3116, 3120,
3125, 3131, 3137, 3143, 3150, 3157, 3163, 3170 & 3176)
LOCATION: Various
TOUR OF DUTY: Various
REST DAYS: Various
RATE OF PAY: \$34.413 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
March 16, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3183**

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 25, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person - (K. Boykin) – Permanent
RE-ADVERTISED (P&L – 3128, 3134, 3140, 3145, 3152, 3159, 3165, 3172
& 3178)
LOCATION: Hillside
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Saturday & Sunday
RATE OF PAY: \$34.413 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 16, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L –3184**

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 25, 2022. 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 – 3179)
LOCATION: Hillside
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Saturday & Sunday
RATE OF PAY: \$34.413 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 16, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3185**

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 25, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person (C. Howard-Lowe) – Temporary
RE-ADVERTISED (P&L – 3168, 3174 & 3180)
LOCATION: Hillside
TOUR OF DUTY: 7:30 AM – 3:30 PM
REST DAYS: Saturday & Sunday
RATE OF PAY: \$36.853 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 16, 2022

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3186

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 25, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person – (H. Anderson) – Permanent
LOCATION: Hillside – Shop Floor
TOUR OF DUTY: 4:00 PM – 12:00 AM
REST DAYS: Saturday & Sunday
RATE OF PAY: \$36.853 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 16, 2022

GROUP A

POSITION **TEMPORARY**

LOCATION

TOUR OF DUTY

RELIEF DAYS

RATE OF PAY

QUALIFICATIONS

CLERK – CENTRAL CONTROL TRAINEE

M of E CENTRAL CONTROL CENTER (Jamaica)

VARIOUS

VARIOUS

\$36.332 PER HOUR

TO TRAIN IN COVERING ALL PHASES OF CENTRAL CONTROL CLERICAL DUTIES. TRAINEES MUST HAVE THE ABILITY TO THINK AND REASON IN A PRESSURE-FILLED ATMOSPHERE, MUST HAVE GOOD DECISION-MAKING SKILLS, MUST HAVE GOOD PHONE ETIQUETTE, MUST BE A COMPETENT TYPIST, MUST BE RELIABLE AND RESPONSIBLE AND MUST BE ABLE TO WORK ANY AND ALL HOLIDAYS.

TRAINEES WILL BE REQUIRED TO HAVE COMPLETE UNDERSTANDING OF MAINTENANCE OF EQUIPMENT DEPARTMENT POLICIES. WILL BE REQUIRED TO MAINTAIN FILES AND INPUT RECORDS OF DAILY CAR INSPECTIONS CONSISTENT WITH ICC REGULATIONS; RECORD AND INPUT DAILY EQUIPMENT FAILURES FOR CENTRAL CONTROL USE. WILL BE REQUIRED TO HAVE COMPLETE UNDERSTANDING OF THE ROLLING STOCK MAINTENANCE SYSTEM/EIS AS IT APPLIES TO CENTRAL CONTROL. WILL BE REQUIRED TO ENTER AND RETRIEVE DATA AND EDIT AND VALIDATE ALL INFORMATION THAT IS INPUTTED AND EXTRACTED FROM CENTRAL CONTROL'S PC APPLICATIONS. WILL ACQUIRE A THOROUGH UNDERSTANDING OF THE EQUIPMENT, THE SHOP AND FIELD JARGON FOR THE EQUIPMENT FAILURES AND MUST BE KNOWLEDGEABLE OF COMPONENT CODES. WILL BE REQUIRED TO UNDERSTAND REPAIR CAPABILITY OF THE SHOPS AND YARDS SO THEY CAN ASSIST MASTER MECHANICS TO ROUTE EQUIPMENT WITH DEFECTS TO THE APPROPRIATE LOCATION. WILL BE REQUIRED TO PREPARE AND DISTRIBUTE VARIOUS REPORTS INCLUDING BUT NOT LIMITED TO OUT OF SERVICE REPORTS, CAM REPORTS, TOILET DEFECTS AND RADIO DEFECTS. WILL HANDLE ALL CALLS IN/OUT FROM GANG FOREMEN, ROAD CAR INSPECTORS AND CAMs. WILL PREPARE ALL OVERTIME SHEETS FOR SUPERVISORY APPROVAL. WILL LEARN ALL OTHER RELATED DUTIES AS REQUIRED AND DIRECTED.

1. Training Positions will be bulletined and awarded in accordance with the Agreement.
2. Employees awarded training positions will post on all three shifts for a period not to exceed four weeks. Trainees will be required to become fully qualified during the four-week period. As part of determining the qualifications, the trainee will be required to work "alone" during the fourth 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. Employees awarded a training position, who fail to qualify, will be removed from the training position and shall return to their former position, unless it has been abolished or filled by a senior employee in the exercise of seniority.
3. During the training, trainees are prohibited from bidding any other position. Trainees will not work on holidays during the training period unless specifically required to do so by the Carrier.
4. If no Central Control 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.

---CONTINUES---

5. When a Clerk – Central Control vacancy is advertised, only bids from applicants qualified through the training program will be entertained. If no qualified bid is received, the Central Control trainee position will be advertised. Once qualified, the employee will be assigned to the existing vacancy.
6. For one year following the qualification of the trainee, the employee will be required to accept temporary vacancies refused by regularly assigned Central Control Staff, if available to cover same.
7. 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 upon being awarded a Clerk – Central Control position, if required.

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

THE LONG ISLAND RAILROAD
OFFICE OF THE CHIEF ENGINEER

BULLETIN NO. 521 (Repost)

Bids for the following position in the Office of the Chief Engineer will be received by Stephanie Nutzul, Manager – Resource, Development & Operational Support (email to smnutzu@lirr.org) until 5:00 PM on Friday, March 25, 2022. Qualified bidders must include seniority date, date last awarded a position, and the position held at time of bid also please include a daytime phone number.

POSITION: Clerk-Typist (PERMANENT)

LOCATION: Office of the Chief Engineer
(Various)

RATE OF PAY: \$35.455

TOUR OF DUTY: 7:30 AM – 3:30 PM

REST DAYS: Saturday and Sunday

PRIMARY DUTIES: Perform filing, typing, and other clerical duties as assigned including, but not restricted to, the accurate transcription of Statement of Facts, Trials and Investigations, handling mail and maintaining office files. Must be a qualified typist (45 WPM), experienced on Microsoft Word and have a thorough knowledge of grammar, punctuation, spelling and letter composition, to perform typing assignments consisting of letters, memos, forms, lists and reports. Must be familiar with the handling of expense requests/requisitions. Ability to run reports from various LIRR database. Also, must have a working knowledge of Excel and Access.

Edward Koch
Acting Chief Engineer

POSTED: March 16, 2022

THE LONG ISLAND RAIL ROAD

ENGINEERING DEPARTMENT

BULLETIN NO. 523 (Repost)

Resumes for the following Appointed Position in the Office of the Chief Engineer will be received by Lauren Saldivias – Assistant Manager – Payroll & Operational Support, emailed to: lsaldiv@lirr.org until 5:00 PM on Friday, March 25, 2022.

POSITION: Payroll Information Clerk (Appointed)

LOCATION: Engineering
Various Locations

RATE OF PAY: \$37.875

TOUR OF DUTY: 7:30 a.m. – 3:30 p.m.

RELIEF DAYS: Saturday and Sunday


PRIMARY DUTIES:

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

Edward Koch
Acting Chief Engineer

POSTED: March 16, 2022

**STATIONS DEPARTMENT
NOTICE NO. 2022-09**

Date: March 2, 2022
To: All Stations Department Employees
From: Theresa Dorsey, Acting Chief Stations Officer 
Subject: **NEW LIRR CUSTOMER COMMENT CARDS - Disposal Instructions for Unused Cards**

The Customer Engagement Team (formerly LIRR Corporate Communications) is updating its design of the **LIRR Customer Comment Cards** to reflect its rebranding and is also removing the card's pre-paid postage.

Please remove and shred all unused Customer Comment Cards at your stations and await arrival of replacements.

Customers can be directed to submit comments via the MTA website:

<https://new.mta.info/customer-feedback>



Remove and shred all unused Customer Comment Cards, and await arrival of replacements

If you have any questions, please contact your manager



**STATIONS DEPARTMENT
NOTICE NO. 2022-10**

Date March 11, 2022
To: Stations Department Employees
From: Theresa Dorsey, Acting Chief Stations Officer *T Dorsey*
Subject: Extension of time period for UNUSED 10-trip Off-Peak ticket exchanges.

For all UNUSED 10-trip Off-Peak tickets we are temporarily removing the 24hr limitation for exchanges.

Exchanging UNUSED 10-Trip Off-Peak tickets for 20-Trip Peak tickets

- Customers can only exchange (1) 10 trip off-peak ticket for (1) 20-trip peak ticket.
 - The system will not allow you to exchange multiple 10 trip off-peak tickets for one 20-trip peak ticket.
- Customers can use their M&R pre-tax stored value to pay the difference but not as a split payment option. Normal procedures must be followed to do this. **TOM-10 and TOM-22 must be filled out.**

DO NOT EXCHANGE.

- USED 10-Trip tickets for 20-Trip tickets.
 - Upgrading the ticket will cost the customer more.
 - Instruct the customer to just step the ticket up on the train. Conductors accept credit, debit and cash.

Any questions, please refer to any Stations Dept. Manager.
