



**Long Island Rail Road**  
*Going your way*

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**BID SHEETS**

**THE LONG ISLAND RAIL ROAD  
Office of Security-Pass Office**

**May 4, 2022**

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

**NOTICE OF AWARDS**

<b><u>BULLETIN #</u></b>	<b><u>POSITION</u></b>	<b><u>EMPLOYEE</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b>OOS-01-22</b>	<b>Temp. Pass Office Clerk</b>	<b>Tonya Everett-Mitchell</b>	<b>04/27/22</b>

**Terilyn Brennan  
Sr. Manager Security Planning and Administration**

**Posted: May 4, 2022**

THE LONG ISLAND RAIL ROAD COMPANY

OFFICE OF THE CONTROLLER

BULLETIN No. 2655

Bids for the following *temporary* position in the Office of the Controller will be accepted by the Officer named below until the close of business (5:00 p.m.) May 13, 2022. In accordance with TCU Agreement, please indicate on all bids your seniority date, date last awarded a position, and position now held. Bids can be faxed to ext. 8012 or sent via inter-office mail to MC:1421.

POSITION: RIC-8 Clerk **TEMPORARY**

LOCATION Jamaica, NY

TOUR OF DUTY: 8:00 am - 4:00 pm

REST DAYS: Saturday and Sunday

RATE OF PAY: \$38.536 hourly

PRIMARY DUTIES: Audit and balance daily TSM tours relative to ticket sales and deposits. Process related reports in accordance with Company Policies and Procedures. Audit and prepare reports relative to remittances. Preparation of reports, work papers and other accounting documents pursuant to the Revenue Information and Control Department. Must have knowledge of basic Accounting Procedures, Tariff Regulations and the Instructions to Agents and Ticket Clerk.

Must qualify in keyboard skills (25 wpm). Must complete a minimum of 25 tours per day. Prepare boxes (approx. 25 pounds) to be sent to an offsite storage facility.

Other related duties.

NOTE: Bid withdrawals can only be accepted by calling us (ext. 7776) before the bulletin closes.

*Samantha Yip* for Mike Reilly

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M. Reilly  
Controller  
Posted May 4, 2022

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

DATE: May 4, 2022

BULLETIN NO. SD -05-2022

This bulletin will close **at 5:00 PM on Friday, May 13, 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](mailto: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.

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Position No. 1	Temporary	Agent (A403)
Location:		Broadway
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$45.347
Rest Days:		Monday/Tuesday

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Position No. 2	Temporary	Agent (A603)
Location:		Huntington
Tour of Duty:		12:00pm – 8:00pm
Rate of Pay:		\$43.896
Rest Days:		Tuesday/Wednesday

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Position No. 3                      Temporary                      Agent (A974)  
Location:                              Hillside TSM/Bethpage Facility TSM  
Tour of Duty:                        Wed/Thurs – Hillside → 7:30am – 3:30pm  
   Friday – Hillside → 9:00am – 5:00pm  
   Sat/Sun – Bethpage Facility → 6:00am – 2:00pm  
Rate of Pay:                            \$47.708  
Rest Days:                              Monday/Tuesday

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AWARDS TO BULLETIN SD-04-2022

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary A102	A. Blanco	5//4/22
POSITION NO. 2	Temporary A403	Re-Advertised	
POSITION NO. 3	Temporary A702	J. Mellen	5/4/22

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

DATE: May 4, 2022

BULLETIN NO. SD- 09-2022

This bulletin will close **at 5:00 PM on Friday, May 13, 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](mailto: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.

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Position No. 1	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.

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Position No. 2	Temporary	Ticket Clerk (C134)
Location:		Atlantic Terminal
Tour of Duty:		1:00pm – 9:00pm
Rate of Pay:		\$36.721
Rest Days:		Saturday/Sunday

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

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Position No. 3	Permanent	Ticket Clerk (C311)
Location:		Lynbrook TKT Clerk STIMS
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$38.191
Rest Days:		Saturday/Sunday

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

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

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Position No. 4                      Permanent                      Ticket Clerk (C815)  
Location:    Babylon/STIMS Info  
Tour of Duty:    1:30pm – 9:30pm  
Rate of Pay:    \$38.191  
Rest Days:    Saturday/Sunday  
Primary Duties:    Same as Position No. 3

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Position No. 5                      Permanent                      Ticket Clerk (C994)  
Location:    Hillside TSM/Bethpage Facility TSM  
Tour of Duty:    Wednesday/Thursday Hillside → 7:30am – 3:30pm  
Friday – Hillside → 9:00am – 5:00pm  
Saturday/Sunday – Bethpage Facility → 6:00am – 2:00pm  
Rate of Pay:    \$38.191  
Rest Days:    Monday/Tuesday

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.

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Position No. 6	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.

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Position No. 7	Temporary	Station Appearance Maintainer (HC581)
Location:		Bethpage Facility/Bethpage Station/Hicksville HD Chief
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.000
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.

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.

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Position No. 8      Temporary      Station Appearance Maintainer (HCZ820)  
Location:      Bethpage Facility/Hicksville HD Chief  
Tour of Duty:      6:00am – 2:00pm  
Rate of Pay:      \$36.000  
Rest Days:      Saturday/Sunday  
Primary Duties:      Same as Position No. 7

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Position No. 9      Temporary      Station Appearance Maintainer (L902)  
Location:      Rockville Centre/Seaford/Bellmore/Freeport  
Tour of Duty:      Wednesday – RVC → 5:00am– 1:00pm  
                         Thursday – Seaford → 5:00am – 1:00pm  
                         Friday/Saturday – Bellmore → 5:00am – 1:00pm  
                         Sunday – Freeport → 5:00am – 1:00pm  
Rate of Pay:      \$31.518  
Rest Days:      Monday/Tuesday  
Primary Duties:      Same as Position No. 6

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Position No. 10	Temporary	Station Appearance Maintainer (SWT-17)
Location:		Ronkonkoma/Hicksville Spray Wash SAM
Tour of Duty:		7:30am – 3:30pm
Rate of Pay:		\$32.915
Rest Days:		Friday/Saturday

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.

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Position No. 11	Temporary	Station Appearance Maintainer (V471)
Location:		Garden City Station
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$32.486
Rest Days:		Friday/Saturday
Primary Duties:		Same as Position No. 6

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Position No. 12	Temporary	Station Appearance Maintainer (WSY900)
Location:		West Side Yard
Tour of Duty:		Monday/Tuesday/Wednesday → 2:00pm – 10:00pm Saturday/Sunday → 6:30am – 2:30pm
Rate of Pay:		\$31.518
Rest Days:		Thursday/Friday
Primary Duties:		Same as Position No. 6

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Position No. 13	Permanent	Station Appearance Maintainer (H552)
Location:		Port Wash/Valley YD/Divide Chief/HD SAM
Tour of Duty:		Sunday/Monday/Tuesday – HD SAM → 6:00am – 2:00pm Friday/Saturday – HD Chief → 6:00am – 2:00pm
Rate of Pay:		Sunday/Monday/Tuesday – HD SAM → \$32.629 Friday/Saturday – HD Chief → \$36.000
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.

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Position No. 14	Permanent	Station Appearance Maintainer (MDY901)
Location:		Midday Storage Yard Chief/SAM
Tour of Duty:		Monday/Tuesday/Friday – SAM → 6:00am – 2:00pm Saturday/Sunday – Chief → 6:00am – 2:00pm
Rate of Pay:		Monday/Tuesday/Friday – SAM → \$31.518 Saturday/Sunday – Chief → \$36.000
Rest Days:		Wednesday/Thursday

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.

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.

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Position No. 15	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.

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Position No. 16	Permanent	Station Appearance Maintainer (VD100)
Location:		VD Yard (Brooklyn) West Side Yard (Manhattan)
Tour of Duty:		Mon/Wed/Fri – VD Yard → 6:30am – 2:30pm Tuesday/Thursday – West Side Yard → 6:30am – 2:30pm
Rate of Pay:		\$31.518
Rest Days:		Saturday/Sunday
Primary Duties:		Same as Position No. 6

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AWARDS TO BULLETIN SD-08-2022

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C814	J. Necci	5/4/22
POSITION NO. 2	Permanent C132	M. Harris	5/4/22
POSITION NO. 3	Permanent C602	D. Brienza	5/4/22
POSITION NO. 4	Permanent C815	Withdrawn	
POSITION NO. 5	Temporary P201	Re-Advertised	
POSITION NO. 6	Temporary ARCH900	Re-Advertised	
POSITION NO. 7	Temporary H552	Re-Advertised	
POSITION NO. 8	Temporary HC531	D. Caffey	5/4/22
POSITION NO. 9	Temporary HMC103	Withdrawn	
POSITION NO. 10	Temporary HZ-821	T. Paterno	5/11/22
POSITION NO. 11	Temporary JAM103	S. Morris	5/4/22
POSITION NO. 12	Temporary L902	Re-Advertised	
POSITION NO. 13	Temporary SSM8	J. Longchamp	5/4/22
POSITION NO. 14	Temporary WSY900	Re-Advertised	
POSITION NO. 15	Permanent L404	R. Brosnan	5/4/22
POSITION NO. 16	Permanent MDY201	J. Cogdell	5/4/22
POSITION NO. 17	Permanent MDY901	Re-Advertised	
POSITION NO. 18	Permanent RSC1	Re-Advertised	
POSITION NO. 19	Permanent RSC2	A. Lewis	5/4/22
POSITION NO. 20	Permanent V919	Janelle Bailey	5/4/22
POSITION NO. 21	Permanent HMC111	K. Reid	5/4/22

**THE LONG ISLAND RAIL ROAD  
HUMAN RESOURCES DEPARTMENT**

**May 4, 2022**

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

**NOTICE OF AWARDS**

<b><u>BULLETIN #</u></b>	<b><u>POSITION</u></b>	<b><u>EMPLOYEE</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b>01-2022</b>	<b>HR Assistant</b>	<b>Diraji Balli</b>	<b>5/4/22</b>

**Kim M. Hanley  
Sr. Manager – Employee Availability HRBP LIRR**

**Posted: May 4, 2022**

**Long Island Rail Road  
Office of the Director – Employee Services**

**Bulletin No. 2022-04  
\*REPOST\***

To all employees covered by regulations governing clerical forces on the Long Island Rail Road.  
NOTE: In accordance with the TCU agreement, please include seniority date, current position, and date last awarded current position on all bids. FAX: 718-558-6824 – Send original to address below:

Bids for the following position in the Office Services Department will be accepted by the Officer named below until the close of business on **Friday, May 13, 2022.**

Position:	Mail Attendant Driver ( <b>Temporary</b> )
Location:	Jamaica, New York
Tour of Duty:	6:00 AM- 2:00 PM
Rest Days:	Saturday and Sunday
Rate of Pay:	\$36.026 per hour
Duties:	Must be qualified to operate all types of gasoline driven vehicles. Should be familiar with and drive between all Rail Road properties to effect the proper and timely pick-up and delivery of mail, printed matter, supplies and other materials to ticket offices and various field offices. Must make minor repairs (i.e., change flat tires) as necessary to complete daily assignment. Must be able to understand and follow GPS, road maps, and/or written directions to travel between locations. Must carry photo identification at all times. Other related duties as assigned.
Requirements:	Must possess a valid driver's license subject to DMV verification, also approved safety shoes – in accordance with TCU agreement – to be furnished by the employee. Required lifting up to 70 lbs.
Contact:	Daniel Driscoll Director – Employee Services Human Resources Department Jamaica, NY – Mail Code 1157
Posted:	<b>May 4, 2022</b>

**\*Safety Sensitive Position\***

THE LONG ISLAND RAIL ROAD  
MAINTENANCE OF EQUIPMENT DEPARTMENT

May 4, 2022

NOTICE: ALL EMPLOYEES IN THE CONSOLIDATED SYSTEM SENIORITY ROSTER OF CLERICAL FORCES

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**AWARD BULLETIN NO. 1755**

POSITION AWARDED TO THE FOLLOWING:

Job No. 13	No Qualified Bids Received
Job No. 10	No Qualified Bids Received
Job No. 26	K. Szczepanski (effective 5/11/2022)
Job No. 32	No Qualified Bids Received
Job No. 8	No Qualified Bids Received
Job No. 28	No Qualified Bids Received
Job No. 34	No Qualified Bids Received
Group A	No Qualified Bids Received

\*\_\*\*

**BULLETIN NO. 1756**

APPLICATIONS FOR THE FOLLOWING POSITION WILL BE ACCEPTED BY THE OFFICER NAMED BELOW UNTIL 5:00 PM – MAY 13, 2022

JOB NO. 13

POSITION **TEMPORARY**

LOCATION *Archibald, S.*

TOUR OF DUTY

RELIEF DAYS

RATE OF PAY

QUALIFICATIONS

CLERK – CENTRAL CONTROL

M of E CENTRAL CONTROL CENTER (Jamaica)

3:30 PM to 11:30 PM

FRIDAY & SATURDAY

\$38.439 PER HOUR

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

JOB NO. 10

POSITION PERMANENT

LOCATION *Kowalsky, J.*

TOUR OF DUTY

RELIEF DAYS

RATE OF PAY

QUALIFICATIONS

CLERK RELIEF – CENTRAL CONTROL

MU CENTRAL CONTROL CENTER (Jamaica)

Fri-Sat 7:30 a.m. to 3:30 p.m.

Sun-Mon-Tue 11:30 p.m. to 7:30 a.m.

WEDNESDAY & THURSDAY

SAME AS JOB NO. 13

SAME AS JOB NO. 13

JOB NO. 32

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  
\$39.229 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.

JOB NO. 8

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

CLERK RELIEF – CENTRAL MANPOWER  
HILLSIDE MAINTENANCE COMPLEX  
Sun-Mon 6:30 a.m. to 2:30 p.m.  
Tue-Wed-Thu 2:30 p.m. to 10:30 p.m.  
FRIDAY & SATURDAY  
SAME AS JOB NO. 32  
SAME AS JOB NO. 32

JOB NO. 35

POSITION PERMANENT  
LOCATION *Szczepanski, K.*  
TOUR OF DUTY *Award 1755*  
RELIEF DAYS  
RATE OF PAY  
QUALIFICATIONS

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

JOB NO. 28

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

JOB NO. 34

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

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.

---CONTINUES---

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.
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.

**GROUP B**

**POSITION TEMPORARY**

**LOCATION**

**TOUR OF DUTY**

**RELIEF DAYS**

**RATE OF PAY**

**QUALIFICATIONS**

CLERK – CENTRAL MANPOWER TRAINEE

M OF E CENTRAL MANPOWER OFFICE

VARIOUS

VARIOUS

\$29.754 PER HOUR

\$39.229 per hour, after successful completion of training.

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.

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.

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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**

**May 4, 2022**

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

**NOTICE OF AWARDS**

<b><u>BULLETIN #</u></b>	<b><u>POSITION</u></b>	<b><u>EMPLOYEE</u></b>	<b><u>EFFECTIVE DATE</u></b>
P&L 3193	Stockman Babylon Storeroom Temporary (E. Kilfoil)	John Herbst	5/4/22
P&L 3194	Assistant Warehouse Person Permanent WH 15 SF 8am-4pm (K. Boykin)	NO BIDS RECEIVED	
P&L 3195	Assistant Warehouse Person Various/Various Permanent (J. Hausle)	NO BIDS RECEIVED	
P&L 3196	Assistant Warehouse Person Permanent (K. Boykin)	NO BIDS RECEIVED	
P&L 3197	Assistant Warehouse Person Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3198	Warehouse Person Temporary (C. Howard-Lowe)	Victor Lendel	5/4/20
P&L 3199	Warehouse Person -SF Permanent (H. Anderson) 4:00 pm – 12:00 am	NO BIDS RECEIVED	

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

POSTED: 9:00 AM  
May 4, 2022

**THE LONG ISLAND RAIL ROAD**  
**DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS**  
**BULLETIN NO. P&L – 3200**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, May 13, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131

**POSITION:** Warehouse Person – (J. Herbst) – Temporary  
**LOCATION:** Babylon Storeroom  
**TOUR OF DUTY:** 12:00 AM – 8:00 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  
May 4, 2022

## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L - 3201**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, May 13, 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 – 3194)**

**LOCATION:** Hillside Warehouse 15 Shop Floor

**TOUR OF DUTY:** 8:00AM – 4:00PM

**REST DAYS:** Sunday & Monday

**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  
May 4, 2022

## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3202**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, May 13, 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, 3182, 3188 & 3195)

**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  
May 4, 2022

## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3203**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, May 13, 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, 3183, 3189 & 3196)

**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  
May 4, 2022

**RE-ADVERTISED**

**THE LONG ISLAND RAIL ROAD  
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS  
BULLETIN NO. P&L –3204**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, May 13, 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, 3184, 3190 & 3197)  
**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  
May 4, 2022

**THE LONG ISLAND RAIL ROAD**  
**DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS**  
**BULLETIN NO. P&L – 3205**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, May 13, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Warehouse Person – (V. Lendel) – Temporary  
**LOCATION:** Hillside  
**TOUR OF DUTY:** 11:30 AM – 7:30 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  
May 4, 2022



## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3206**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, May 13, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Warehouse Person – (H. Anderson) – Permanent  
**RE-ADVERTISED (P&L – 3186, 3192 & 3199)**

**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  
May 4, 2022

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

**Bulletin ID:** CREW9-19

**Bulletin Seq:** 18

**Bulletin Description:** C/D BULLETIN 9-19

**Open:** 05/04/2022 00:01

**Close:** 05/13/2022 17:00

**Effective:** 05/18/2022 00:01

**Posted:** 05/04/2022 00:01

<b>Asgn</b>	<b>Position</b>	<b>Perm Or Temp</b>	<b>Terminal</b>
CD1B	CREW DISPATCHER	Permanent	JAMAICA

**Location** TRANSPORTATION CREW MANAGEMENT, JAMAICA

**Report Time** 759AM

**Rest Days** FRIDAY & SATURDAY

**Rate Of Pay** \$45.691 HOURLY

\$1,896 DIFFERENTIAL

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.

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.

05/03/20 8:35

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

**Bulletin ID:** TELBUL2-81

**Bulletin Seq:** 80

**Bulletin Description:** TELEGRAPHERS BULLETIN 2-81

**Open:** 05/04/2022 00:01

**Close:** 05/13/2022 11:00

**Effective:** 05/18/2022 00:01

**Posted:** 04/20/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1050	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		
BO1054	BLOCK OPERATOR	Temporary	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SUNDAY & MONDAY		
	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		
FT3	BLOCK OPERATOR	Permanent	BROOK
	Location BROOK TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$41.166 HOURLY \$1.666 DIFFERENTIAL		
JCCMT2	BLOCK OPERATOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$41.166 HOURLY \$1.666 DIFFERENTIAL		

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Bulletin Description: TELEGRAPHERS BULLETIN 2-81

Open: 05/04/2022 00:01

Close: 05/13/2022 11:00

Effective: 05/18/2022 00:01

Posted: 04/20/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
JCCMT3	BLOCK OPERATOR	Temporary	JCC TOWER
	Location JCC TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$41.166 HOURLY \$1.666 DIFFERENTIAL		
JCBJ22	TRAIN DIRECTOR	Temporary	JCC TOWER
	Location JCC TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$50.356 HOURLY \$2.050 DIFFERENTIAL		
JCBJ3	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$48.030 HOURLY \$1.952 DIFFERENTIAL		
JCCQN1	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 601AM		
	Rest Days SUNDAY & MONDAY		
	Rate Of Pay \$51.990 HOURLY \$2.118 DIFFERENTIAL		
JTD12	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 645AM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$55.905 HOURLY \$2.335 DIFFERENTIAL		

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

**Bulletin Awards - Non-Ops**

**Bulletin ID: USBUL2-43      Sequence: 42**

**Description: USHER BULLETIN 2/43**

**Open: 04/20/2022 00:01      Close: 04/29/2022 17:00      Effective: 05/04/2022 00:01      Posted: 04/20/2022 00:01**

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
UX0012	USHERS	Permanent	LIRR-Extra List	Readvertis		
UX0013	USHERS	Permanent	LIRR-Extra List	Readvertis		
NYU7	USHERS	Permanent	NEW YORK	50521	AHRENS, MJ	5 UX0011 US LIRR

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

**Bulletin ID:** USBUL2-44

**Bulletin Seq:** 42

**Bulletin Description:** USHER BULLETIN 2/44

Open: 05/04/2022 00:01

Close: 05/13/2022 17:00

Effective: 05/18/2022 00:01

Posted: 05/04/2022 00:01

Asgn      Position

Perm Or Temp

Terminal

UX0011    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.

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05/01/20 11:13

Bulletin ID: USBUL2-44

Bulletin Seq: 42

Bulletin Description: USHER BULLETIN 2/44

Open: 05/04/2022 00:01

Close: 05/13/2022 17:00

Effective: 05/18/2022 00:01

Posted: 05/04/2022 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

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05/01/20 11:13

**Bulletin ID:** USBUL2-44

**Bulletin Seq:** 42

**Bulletin Description:** USHER BULLETIN 2/44

Open: 05/04/2022 00:01

Close: 05/13/2022 17:00

Effective: 05/18/2022 00:01

Posted: 05/04/2022 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

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05/01/20 11:13



**THE LONG ISLAND RAILROAD**  
**OFFICE OF THE CHIEF ENGINEER**

**BULLETIN NO. 521 (Repost)**  
**CORRECTION**

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](mailto:smnutzu@lirr.org)) until 5:00 PM on Friday, May 13, 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 (25 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:** May 4, 2022

**THE LONG ISLAND RAIL ROAD**

**OFFICE OF THE ASST. DEPUTY CHIEF PROCUREMENT OFFICER**

**May 4, 2022**

**BULLETIN NO. 3211**

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

Bids for the following **TEMPORARY** position in the Procurement Department will be accepted by the officer named below until 5:00 PM on **May 13, 2022**.

**POSITION:** Inquiry Clerk (T. Everett-Mitchell) - **TEMPORARY (April 27, 2022 - August 30, 2022)**

**LOCATION:** Jamaica, NY (JCC)

**TOUR OF DUTY:** 8:00 AM – 4:00 PM (or 7:30 AM – 3:30 PM)

**REST DAYS:** Saturday and Sunday

**RATE OF PAY:** \$37.04 per hour

**DUTIES:** Formally tabulate vendor price quotations, maintain vendor records in PeopleSoft, set up blanket orders in PeopleSoft, maintain control logs and records; prepare/mail correspondence to vendors/company personnel and various other related administrative duties. This position is also responsible for records retention and maintenance of departmental files and documentation. Other related duties.  
This position requires the utilization of a computer for various computer applications including the PeopleSoft and spreadsheet analyses (Excel, Word).

D. Bartels  
Asst. Deputy Chief Procurement Officer  
Procurement Department  
Mail Code 0335

Posted: 9:00 AM

Under the contract effective July 26, 1982, the following must be included on LIRR bid application: Seniority date, current position held, and date awarded current position.