



Long Island Rail Road
Going your way

BID SHEETS

THE LONG ISLAND RAIL ROAD
OFFICE OF MARKET AND DEVELOPMENT

July 6, 2022

NOTICE OF AWARD

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

<u>BULLETIN NO.</u>	<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE DATE</u>
2022-01	Chief Clerk - Mailroom Services	Termaine Garden Jr.	June 22, 2022

Yannis Takos
General Manager, Market Development

POSTED: 9:00 AM
July 6, 2022

THE LONG ISLAND RAIL ROAD
OFFICE OF MARKET AND DEVELOPMENT

***** REVISED *****

July 6, 2022

NOTICE OF AWARD

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

<u>BULLETIN NO.</u>	<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE DATE</u>
2022-02	Mail Attendant- Mailroom Services	William Shea	June 22, 2022

Yannis Takos
General Manager, Market Development

POSTED: 9:00 AM
July 6, 2022

**Long Island Rail Road
Market and Development Department**

****REPOST****

Bulletin No. 2022-03

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: 718-558-7369 – Send original to address below:

Bids for the following position in the Market Development Department will be accepted by the Officer named below until the close of business on **Friday, July 15, 2022**.

Position:	Mail Attendant Extra (Permanent)
Location:	Jamaica, New York
Tour of Duty:	7:00am – 3:00pm
Rest Days:	Saturday and Sunday
Rate of Pay:	\$32.486 per hour
Duties:	Duties will include, but not limited to, pick up U.S. Mail from Post Office, sort, distribute, and collect U.S. and interoffice mail, parcels, stationary supplies, and printed matter and deliver same via hand truck to all departments within the Jamaica area. Daily use and handling of LIRR postal machines their function, operation, and control. Must record and keep accurate records pertaining to all certified and registered mail. Will lend support to the Hillside Mail Room as directed. Complete other duties as assigned.
Requirements:	Must possess a valid driver's license subject to DMV verification, also approved safety shoes – in accordance with TCU agreement – to be furnished by the employee. Required lifting up to 70 lbs.
Contact:	Yannis Takos General Manager- Market Development Jamaica, NY – Mail Code 1995
Posted:	July 6, 2022

Safety Sensitive Position

Long Island Rail Road
Office of Market and Development
*****REVISED*****

Bulletin No. 2022-05

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, July 15, 2022**.

Position: Mail Attendant Driver (**Permanent**)

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 Railroad properties to complete 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. Ensure compliance with company rules for daily attendance, weekly approval of time card (CTAMS), as well as daily swipes (Clock In/Out). Complete 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: Yannis Takos
General Manager- Market Development
Jamaica, NY – Mail Code 1995

Posted: **July 6, 2022**

Safety Sensitive Position

**Long Island Rail Road
Market Development and Department**

Bulletin No. 2022-06

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: 718-558-7369 – Send original to address below:

Bids for the following position in the Market Development Department will be accepted by the Officer named below until the close of business on **Friday, July 15, 2022.**

Position:	Mail Attendant (Permanent)
Location:	Hillside
Tour of Duty:	7:00am – 3:00pm
Rest Days:	Saturday and Sunday
Rate of Pay:	\$32.486 per hour
Duties:	Duties will include, but not limited to, pick up U.S. Mail from Post Office, sort, distribute, and collect U.S. and interoffice mail, parcels, stationary supplies, and printed matter and deliver same via hand truck to all departments within the Jamaica area. Daily use and handling of LIRR postal machines their function, operation, and control. Must record and keep accurate records pertaining to all certified and registered mail. Will lend support to the Hillside Mail Room as directed. Complete other duties as assigned.
Requirements:	Must possess a valid driver's license subject to DMV verification, also approved safety shoes – in accordance with TCU agreement – to be furnished by the employee. Required lifting up to 70 lbs.
Contact:	Yannis Takos General Manager- Market Development Jamaica, NY – Mail Code 1995
Posted:	July 6, 2022

Safety Sensitive Position

THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF TRANSPORTATION OFFICER

July 6, 2022

NOTICE OF AWARD
REVISED

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

<u>BULLETIN NO.</u>	<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE DATE</u>
01-22	Clerk Typist	T. Gonzalez-Lam	July 6, 2022

Mariann Casali
Assistant to the Chief Transportation Officer

POSTED: 9:00 AM
July 6, 2022

THE LONG ISLAND RAIL ROAD

OFFICE OF THE CHIEF TRANSPORTATION OFFICER

Jamaica, NY
July 6, 2022

CHIEF TRANSPORTATION OFFICE BULLETIN NO. 2-22

TO ALL CLERICAL EMPLOYEES:

Bids for the following PERMANENT position in the office of the Chief Transportation Officer will be received by Mariann Casali, Assistant to the Chief Transportation Officer, Jamaica Station Building, Third Floor, Transportation Department, Mail Code 1134, until 3:00 PM on Friday, July 15, 2022.

POSITION: Denial Clerk

LOCATION: Transportation Crew Management Services Office
Jamaica Station Building

RATE OF PAY: \$35.167

TOUR OF DUTY: 8:00 AM – 4:00 PM

RELIEF DAYS: Saturday and Sunday

PRIMARY DUTIES:

Responsible for the handling of claim denials for passenger, yard and road service, and non-operating personnel. Responsible for mail procedures governed by various time limits as stated in various contractual agreements. Must have knowledge of office procedures in the handling of files and other correspondence relating to Transportation Department employees. Individual must be a competent typist and proficient with Microsoft Word, Outlook, Access and Excel. Must possess effective oral communication and interpersonal skills. Candidate must work as directed, and handle all other clerical duties as assigned. Responsible for packing and lifting boxes up to 25 pounds.

POSTED: July 6, 2022

CLOSES: July 15, 2022

THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF ENGINEER

Bulletin No. 525
Temporary

The Office of the Chief Engineer is accepting resumes for the permanent position of Secretary - Engineering. Resumes for this position should be emailed to Stephanie Nutzul, Manager Resource Development and Operational Support, Engineering Department, Hillside Support Facility – 4th Floor, **no later than 5 P.M. Friday, July 15, 2022.**

POSITION: Secretary - Engineering (Appointed)

LOCATION: Office of the Chief Engineer
Hillside Support Facility, 4th Floor

RATE OF PAY: \$37.875

TOUR OF DUTY: 7:30 A.M. – 3:30 P.M.

REST DAYS: Saturday and Sunday

PRIMARY DUTIES: Responsible for the daily handling, coordinating and monitoring of correspondences and activities for the Chief Engineer and direct reports. Use initiative, good judgment and discretion at all times in performing non-routine administrative and secretarial duties while maintaining an efficient work environment, and understanding the confidential nature of this position. Perform typing, stenography, filing and maintenance of all records. Perform the accurate transcription of statement of facts, trials and investigations. Organize and coordinate meetings, transcribe and distribute minutes. Provide clerical support for the Engineering Department. Perform all other clerical duties as assigned. Applicant must be an accurate typist, proficient in GroupWise and Microsoft Office (Access, Excel and Microsoft Word). Must have a thorough knowledge of grammar, punctuation, spelling and letter composition. A minimum of two years railroad experience preferred.

Paul Dietlin
Vice President – M of W

Posted: July 6, 2022

THE LONG ISLAND RAIL ROAD
ENGINEERING DEPARTMENT

BULLETIN NO. 524 (Repost)

Resumes for the following Appointed Position in the Office of the Chief Engineer will be received by Lauren Saldivias – Manager – Engineering Payroll & Operational Support, emailed to: lsaldiv@lirr.org **until 5:00 PM on July 15, 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.

Paul Dietlin
Vice President – M of W

POSTED: July 6, 2022

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: USBUL2-47 **Sequence:** 42

Description: USHER BULLETIN 2/47

Open: 06/15/2022 00:01

Close: 06/24/2022 17:00

Effective: 06/29/2022 00:01

Posted: 06/15/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
JAU5	USHERS	Temporary	JAMAICA	51398	RHODES, S	9 JAU4 US JAM
UX0013	USHERS	Permanent	LIRR-Extra List	Readvertis		
RUH6	USHERS	Permanent	NEW YORK	Readvertis		
RUH4	USHERS	Permanent	RELIEF CREW	Readvertis		

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: USBUL2-48

Bulletin Seq: 42

Bulletin Description: USHER BULLETIN 2/48

Open: 07/06/2022 00:01

Close: 07/15/2022 17:00

Effective: 07/20/2022 00:01

Posted: 07/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
JAU4	USHERS	Temporary	JAMAICA

Location JAMAICA

Report Time 730AM (TUES-FRI) 8AM(SAT)

Rest Days SUNDAY & MONDAY

Rate Of Pay \$39.564 HOURLY

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

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

* Must work well with the public

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

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

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

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

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

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

07/05/20 11:27

Bulletin ID: USBUL2-48

Bulletin Seq: 42

Bulletin Description: USHER BULLETIN 2/48

Open: 07/06/2022 00:01

Close: 07/15/2022 17:00

Effective: 07/20/2022 00:01

Posted: 07/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
RUH4	USHERS	Permanent	RELIEF CREW

Location JAMAICA

Report Time VARIOUS

Rest Days THURSDAY & FRIDAY

Rate Of Pay \$39.654 HOURLY

SAT: JAU2 (6AM)

SUN/MON: JAU4 (8AM-SUN/730AM-MON)

TUES/WED: BM1 (7AM)

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

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

* Must work well with the public

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

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

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

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

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

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

Bulletin ID: USBUL2-48

Bulletin Seq: 42

Bulletin Description: USHER BULLETIN 2/48

Open: 07/06/2022 00:01

Close: 07/15/2022 17:00

Effective: 07/20/2022 00:01

Posted: 07/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
UX0002	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 systems.

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

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

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

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

07/05/20 11:27

Bulletin ID: USBUL2-48

Bulletin Seq: 42

Bulletin Description: USHER BULLETIN 2/48

Open: 07/06/2022 00:01

Close: 07/15/2022 17:00

Effective: 07/20/2022 00:01

Posted: 07/06/2022 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.

07/05/20 11:27

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: TELBUL2-84 **Sequence:** 83

Description: TELEGRAPHERS BULLETIN 2-84

Open: 06/15/2022 00:01

Close: 06/24/2022 11:00

Effective: 06/29/2022 00:01

Posted: 06/15/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
FT3	BLOCK OPERATOR	Permanent	BROOK	Readvertis		
JATD1	ASST. TRAIN DIRECTOR	Temporary	JCC TOWER	52283	TAVARES, D	62 JTD22 TR JCCT
JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER	Readvertis		
JCCQN1	TRAIN DIRECTOR	Temporary	JCC TOWER	53643	NEBLETT, LM	104 BO1051 BO LIRR
WL2	BLOCK OPERATOR	Permanent	LEAD	Readvertis		
BO1049	BLOCK OPERATOR	Permanent	LIRR-Extra List	51324	MANIACI, FV	45 JCHNA2 AT JCCT
BO1053	BLOCK OPERATOR	Temporary	LIRR-Extra List	Readvertis		
BO1054	BLOCK OPERATOR	Temporary	LIRR-Extra List	Readvertis		
PX5006	PSCC CONSOLE	Permanent	LIRR-Extra List	59302	LUX, DL	178 TX1001 BO LIRR
MT3011	MVB TRAINEE	Temporary	LIRR-Extra List	58661	JORDAN, K	177 JCBJ3 TR JCCT
MT3012	MVB TRAINEE	Temporary	LIRR-Extra List	59300	MALM, B	183 JCCMT2 BO JCCT
BO1058	BLOCK OPERATOR	Temporary	LIRR-Extra List			

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: TELBUL2-85

Bulletin Seq: 84

Bulletin Description: TELEGRAPHERS BULLETIN 2-85

Open: 07/06/2022 00:01

Close: 07/15/2022 11:00

Effective: 07/20/2022 00:01

Posted: 07/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
JCHNA2	ASST. TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 201PM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$52.372 HOURLY \$2.040 DIFFERENTIAL		
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		
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	Temporary	JCC TOWER
	Location JCC TOWER		
	Report Time 201PM		
	Rest Days MONDAY & TUESDAY		
	Rate Of Pay \$41.166 HOURLY \$1.666 DIFFERENTIAL		
JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$41.166 HOURLY \$1.666 DIFFERENTIAL		

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

Bulletin ID: TELBUL2-85

Bulletin Seq: 84

Bulletin Description: TELEGRAPHERS BULLETIN 2-85

Open: 07/06/2022 00:01

Close: 07/15/2022 11:00

Effective: 07/20/2022 00:01

Posted: 07/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
WL2	BLOCK OPERATOR	Permanent	LEAD
	Location LEAD TOWER		
	Report Time 201PM		
	Rest Days TUESDAY & WEDNESDAY		
	Rate Of Pay \$41.166 HOURLY \$1.666 DIFFERENTIAL		
JCBJ3	TRAIN DIRECTOR	Temporary	JCC TOWER
	Location JCC TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$48.030 HOURLY \$1.952 DIFFERENTIAL		
JTD22	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 245PM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$55.905 HOURLY \$2.335 DIFFERENTIAL		
BO1053	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		
BO1058	BLOCK OPERATOR	Temporary	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$41.166 HOURLY & \$1.666 DIFFERENTIAL		

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

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: CREW9-22 **Sequence:** 22

Description: C/D BULLETIN 9-22

Open: 06/15/2022 00:01

Close: 06/24/2022 17:00

Effective: 06/29/2022 00:01

Posted: 06/13/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
CX4002	CREW DISPATCHER	Permanent	LIRR-Extra List		Readvertis	

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: CREW9-23

Bulletin Seq: 23

Bulletin Description: C/D BULLETIN 9-23

Open: 07/06/2022 00:01

Close: 07/15/2022 17:00

Effective: 07/20/2022 00:01

Posted: 07/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
CX4002	CREW DISPATCHER	Permanent	LIRR-Extra List

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA (5C1)

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$45.691 HOULRY & \$1.896 DIFFERENTIAL

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE A 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.

07/05/20 11:02

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

July 6, 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 3223	Assistant Warehouse Person Warehouse 15 Shop Floor Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3224	Assistant Warehouse Person Various/Various Permanent (J. Hausle)	NO BIDS RECEIVED	
P&L 3225	Stores Truck Driver Permanent (K. Alves)	Jori Cruz-Pacheco	6/29/22
P&L 3226	Assistant Warehouse Person Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3227	Warehouse Person Temporary (C. Howard-Lowe)	NO BIDS RECEIVED	
P&L 3228	Warehouse Person Temporary (P. Melia)	NO BIDS RECEIVED	
P&L 3229	Warehouse Person Temporary (G. Schaefer)	NO BIDS RECEIVED	

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

POSTED: 9:00 AM
July 6, 2022

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3230

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, July 15, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person - (K. Holland) – Permanent
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
July 6, 2022

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3231

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 15, 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 – 3207, 3215 & 3223)

LOCATION: Hillside Warehouse 15 Shop Floor

TOUR OF DUTY: 8:00AM – 4:00PM

REST DAYS: Friday & Saturday

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
July 6, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3232**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, July 15, 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,
3202, 3208, 3216 & 3224)

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
July 6, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3233**

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 15, 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, 3204, 3210, 3218
& 3226)
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
July 6, 2022

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3234

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 15, 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 – 3219 & 3227)
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
July 6, 2022

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3235

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 15, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person (P. Melia) – Temporary
RE-ADVERTISED (P&L – 3213, 3220 & 3228)

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
July 6, 2022

RE-ADVERTISED

THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3236

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on **Friday, July 15, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person - (G. Schaefer) – Temporary
RE-ADVERTISED (P&L – 3214, 3221 & 3229)
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
July 6, 2022

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3237

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, July 15, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person – (R. Forcer) – Permanent
LOCATION: West Side Yard
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
July 6, 2022

THE LONG ISLAND RAIL ROAD
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS
BULLETIN NO. P&L – 3238

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

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, July 15, 2022. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Warehouse Person - (A. Abruzzese) – Permanent
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
July 6, 2022

THE LONG ISLAND RAIL ROAD
MAINTENANCE OF EQUIPMENT DEPARTMENT

July 6, 2022

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

*_**

AWARD BULLETIN NO. 1759

POSITION AWARDED TO THE FOLLOWING:

Group A S. Flowers (effective 6/22/2022)

*_**

AWARD BULLETIN NO. 1760

POSITION AWARDED TO THE FOLLOWING:

Job No. 10	No Qualified Bids Received
Job No. 26	D. Lombardi (effective 7/6/2022)
Job No. 32	No Qualified Bids Received
Job No. 8	No Qualified Bids Received
Job No. 35	No Qualified Bids Received
Job No. 28	No Qualified Bids Received
Job No. 34	No Qualified Bids Received

*_**

BULLETIN NO. 1761

APPLICATIONS FOR THE FOLLOWING POSITION WILL BE ACCEPTED BY THE OFFICER NAMED BELOW UNTIL 5:00 PM – JULY 15, 2022

JOB NO. 10

POSITION PERMANENT
LOCATION *Kowalsky, J.*
TOUR OF DUTY

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.

RELIEF DAYS
RATE OF PAY
QUALIFICATIONS

WEDNESDAY & THURSDAY
\$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. 23

POSITION PERMANENT
LOCATION *Lombardi, D.*
TOUR OF DUTY *Award 1760*
RELIEF DAYS
RATE OF PAY
QUALIFICATIONS

CLERK – CENTRAL MANPOWER
HILLSIDE MAINTENANCE COMPLEX
6:30 AM to 2:30 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. 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
SAME AS JOB NO. 23
SAME AS JOB NO. 23

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. 23
SAME AS JOB NO. 23

JOB NO. 35

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
FRIDAY & SATURDAY
SAME AS JOB NO. 23
SAME AS JOB NO. 23

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. 23
SAME AS JOB NO. 23

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. 23
SAME AS JOB NO. 23

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

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

DATE: July 6, 2022

BULLETIN NO. SD- 09-2022

This bulletin will close **at 5:00 PM on Friday, July 15, 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	Agent (A971)
Location:		Ronkonkoma/Huntington
Tour of Duty:		Monday/Tuesday – Ronkonkoma → 5:00am – 1:00pm Friday/Saturday – Huntington → 5:00am – 1:00pm Sunday – Ronkonkoma → 8:00am – 4:00pm
Rate of Pay:		Monday/Tuesday – Ronkonkoma → \$45.490 Friday/Saturday – Huntington → \$44.545 Sunday – Ronkonkoma → \$44.969
Rest Days:		Wednesday/Thursday

Position No. 2 Permanent Agent (A986)
Location: Penn Station - TSM
Tour of Duty: Saturday/Sunday/Monday – 6:00am – 2:00pm
 Tuesday/Wednesday – 2:00pm – 10:00pm
Rate of Pay: \$47.708
Rest Days: Thursday/Friday

AWARDS TO BULLETIN SD-08-2022

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary A808	T. Downs	7/13/22

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

DATE: July 6, 2022

BULLETIN NO. SD-13-2022

This bulletin will close **at 5:00 PM on Friday, July 15, 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 (C114)
Location:		Penn Station - Clerk
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$38.029
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.

Position No. 2	Temporary	Ticket Clerk (C922)
Location:		Jamaica/Chief/Clerk
Tour of Duty:		Monday – Clerk → 6:00am – 2:00pm Tuesday/Wednesday – Chief → 2:00pm – 10:00pm Saturday/Sunday – Chief → 6:00am – 2:00pm
Rate of Pay:		Monday – Clerk → \$38.029 Tuesday/Wednesday – Chief → \$48.137 Saturday/Sunday – Chief → \$48.137
Rest Days:		Thursday/Friday

Primary Ticket Clerk 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.

Primary Chief Ticket Seller Duties: Must be qualified in the sale & accounting of tickets. Must be completely familiar with TSM ticket stock & types of tkts & MetroCard available for sale to our customers. Must be able to supervise, coordinate & instruct employees in the performance of their duties in the tkt office. Must be able to handle all transactions pertaining to the ordering & distribution of MetroCards, including maintaining all records for ordering, receipt & transfer of MetroCards. Must have a thorough knowledge of all union rules & regulations pertaining to employees under their jurisdiction. Must be able to accurately count & verify ticket clerk's cash remittances & prepare large amounts of money for Bank deposits & change orders. Must be able to sell change to ticket clerks & balance and maintain records for a large operating safe. Must interact with the armored car service personnel & verify & document deposit pickup & change order deliveries. Must order, document & transfer CF-9 ticket stock to TOMs & rolled stock & stackers to TSMs. Must have a thorough working knowledge of the Ticket Office Machine & Ticket Vending Machines & be able to service equipment, to include but not limited to replacing rolled ticket stock and ticket stackers, take test tickets, reset MKV1 and MKV2 printers, replace MKV2 printer ribbon, produce & understand operational reports, removal & replacement of TVM bill vaults/coin vaults and hoppers. Must have at least 3 years of recent Ticket Selling experience. Must be able to accurately process TVM revenue & prepare all revenue accounting documents. Must be able to produce & understand error & jammed ticket TSM reports & be able to re-boot TSM and properly power down TVM. Must be able to trouble shoot TVM malfunctions, such as BNA jams, coin errors & ticket stock problems. Must be familiar with the sales & accounting of tickets & revenue from special tours operated by the Group Sales Department. Must have a thorough working knowledge of the policies, topics, instructions & procedures governing Agents & Ticket Clerks. Must address customer complaints, questions & inquiries regarding the ticket office window and ticket vending machine operations and handle to a satisfactory conclusion. The position is responsible for ensuring all customer information, such as timetables, brochures & posters are available & properly displayed. Must be able to assume complete responsibility for the efficient operation of the Jamaica Station Facility under the Terminal Manager's jurisdiction during his/her absence.

Position No. 3	Temporary	Ticket Clerk (TS-2)
Location:		Patchogue/Woodside/Penn Station
Tour of Duty:		Monday – Patchogue → 6:00am – 2:00pm Tues/Sat/Sun – Woodside → 6:00am – 2:00pm Friday – Penn Station → 7:00am – 3:00pm
Rate of Pay:		Monday – Patchogue → \$36.088 Tues/Sat/Sun – Woodside → \$35.481 Friday – Penn Station → \$38.029
Rest Days:		Wednesday/Thursday

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. 4	Permanent	Ticket Clerk (C104)
Location:		Penn Station – Clerk
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$38.029
Rest Days:		Tuesday/Wednesday

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

Position No. 5	Permanent	Ticket Clerk (C124)
Location:		Penn Station Info Clerk
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$35.346
Rest Days:		Monday/Tuesday

Primary Duties: Must be able to read train schedules and give prompt and accurate train information and use latest technology as it relates to fares, track assignments, schedules, ticket 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 possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 6	Permanent	Ticket Clerk (C307)
Location:		Hempstead
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.497
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.

Position No. 7	Permanent	Ticket Clerk (C813)
Location:		Babylon
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$36.497
Rest Days:		Tuesday/Wednesday

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

Position No. 8	Permanent	Ticket Clerk (C821)
Location:		Hillside - TSM
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$38.191
Rest Days:		Saturday/Sunday

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. 9 Permanent Ticket Clerk (C911)
Location: Penn Station - Clerk
Tour of Duty: Saturday/Sunday – 2:00pm – 10:00pm
 Monday/Tuesday – 10:30pm – 6:30am
 Friday – 3:15pm – 11:15pm
Rate of Pay: \$38.029
Rest Days: Wednesday/Thursday

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. 10	Permanent	Mail & Ride (P209)
Location:		Jamaica
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. 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. 11	Temporary	Station Appearance Maintainer (ATL104)
Location:		Atlantic Avenue
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$31.518
Rest Days:		Monday/Tuesday

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. 12	Temporary	Station Appearance Maintainer (H562)
Location:		Jamaica/Atlantic/Nostrand
Tour of Duty:		8:00am – 4:00pm
Rate of Pay:		\$32.772
Rest Days:		Saturday/Sunday

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. 13	Temporary	Station Appearance Maintainer (HMC112)
Location:		Hillside SAM/Chief
Tour of Duty:		Monday/Tuesday – Chief → 7:30am – 3:30pm Wednesday/Thursday/Friday – SAM → 7:30am – 3:30pm
Rate of Pay:		Monday/Tuesday – Chief → \$36.000 Wednesday/Thursday/Friday – 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. 14	Temporary	Station Appearance Maintainer (JMT1)
Location:		Jamaica
Tour of Duty:		8:00am – 4:00pm
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.

Responsible to complete daily station cleaning reports and to provide reports to supervisors as directed. Operate company vehicles and drive between Long Island Railroad properties. Must make minor repairs (e.g., change flat tires) as necessary to completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Required to communicate with supervisors and display LIRR photo access card to provide positive employee identification. Required to wear personal protective equipment when needed with a minimum of safety shoes and full-length pants to be worn. Will be responsible for providing a safe, clean environment for customers and employees and required to perform station appearance maintainer duties as directed by the Foremen, Terminal Managers and/or Branch Line Managers.

Position No. 15	Temporary	Station Appearance Maintainer (JMT2)
Location:		Jamaica
Tour of Duty:		8:00am – 4:00pm
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.

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. 16	Temporary	Station Appearance Maintainer (JMT3)
Location:		Jamaica
Tour of Duty:		8:00am – 4:00pm
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.

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. 17	Temporary	Station Appearance Maintainer (L317)
Location:		Great Neck
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$31.518
Rest Days:		Thursday/Friday

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. 18	Temporary	Station Appearance Maintainer (L321)
Location:		Lynbrook
Tour of Duty:		5:00am – 1:00pm
Rate of Pay:		\$31.518
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. 19 Temporary Station Appearance Maintainer (SL-02)

Location: Babylon Yard/Long Beach/Freeport

Tour of Duty: Monday - Babylon Yard → 6:00am – 2:00pm
Tuesday/Wednesday – Long Beach → 11:30am – 7:30pm
Saturday/Sunday – Freeport → 11:00am – 7:00pm

Rate of Pay: Monday - Babylon Yard → \$32.486
Tuesday/Wednesday – Long Beach → \$31.518
Saturday/Sunday – Freeport → \$31.518

Rest Days: Thursday/Friday

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. 20	Permanent	Station Appearance Maintainer (ATL105)
Location:		Atlantic Avenue
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$31.518
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.

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. 21 Permanent Station Appearance Maintainer (H502)

Location: Jamaica/Atlantic/Nostrand

Tour of Duty: 04/1 – 11/30 → 10:00pm – 6:00am
12/1 – 03/31 → 4:00pm – 12:00am

Rate of Pay: 04/1 – 11/30 → \$32.915
12/1 – 03/31 → 32.772

Rest Days: Saturday/Sunday

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. 22	Permanent	Station Appearance Maintainer (L312)
Location:		Ronkonkoma Station
Tour of Duty:		5:00am – 1:00pm
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. 23	Permanent	Station Appearance Maintainer (MDY901)
Location:		Midday Storage Yard SAM/ Chief
Tour of Duty:		Monday/Tuesday/Friday - SAM → 6:00am – 2:00pm Saturday/Sunday- Chief → 6:00am – 2:00pm
Rate of Pay:		Mon/Tue/Fri - SAM → \$31.518 Saturday/Sunday- Chief → \$36.000
Rest Days:		Wednesday/Thursday

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.

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 maintainer/laborer duties as directed by the Foremen, Terminal Managers and/or Branch Line Managers.

Position No. 24	Permanent	Station Appearance Maintainer (SSM1)
Location:		Babylon Yard - Chief
Tour of Duty:		7:30am – 3:330pm
Rate of Pay:		\$36.286
Rest Days:		Sunday/Monday

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.

Position No. 25	Permanent	Station Appearance Maintainer (V482)
Location:		Ronkonkoma Yard
Tour of Duty:		5:00am – 1:00pm
Rate of Pay:		\$32.486
Rest Days:		Sunday/Monday

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. 26	Permanent	Station Appearance Maintainer (V917)
Location:		Valley Stream Yard/Garden City Station
Tour of Duty:		Tuesday/Wednesday – Valley Yd → 6:00am – 2:00pm Thurs/Fri/Sat – Garden City Station → 6:00am – 2:00pm
Rate of Pay:		\$32.486
Rest Days:		Sunday/Monday

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. 27	Permanent	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: 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.

AWARDS TO BULLETIN SD-11-2022

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 22	Permanent P205	S. Halley	7/1/22

AWARDS TO BULLETIN SD-12-2022

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary C913	C. Noel	7/6/22
POSITION NO. 2	Permanent C108	R. Forcer	Pending
POSITION NO. 3	Permanent C119	M. Jefferson	6/29/22
POSITION NO. 4	Permanent C121	R. Wasson	6/29/22
POSITION NO. 5	Permanent C124	Re-Advertised	
POSITION NO. 6	Permanent C176	Y. Perez-Borrell	6/29/22
POSITION NO. 7	Permanent C960	J. Rojas	6/29/22
POSITION NO. 8	Permanent C994	B. Moise	6/29/22
POSITION NO. 9	Temporary CDT501	W. Singh	6/29/22
POSITION NO. 10	Temporary ARCH900	B. Balogh	6/29/22
POSITION NO. 11	Temporary H502	Withdrawn	
POSITION NO. 12	Temporary SL-02	Re-Advertised	
POSITION NO. 13	Temporary SSM6	D. Gardner	6/29/22
POSITION NO. 14	Permanent JAM116	C. Lignelli	6/29/22
POSITION NO. 15	Permanent JAM122	L. Everdeen	6/29/22
POSITION NO. 16	Permanent L403	J. Rocha	6/29/22
POSITION NO. 17	Permanent RSC3	G. Monda	6/29/22



STATIONS DEPARTMENT

NOTICE NO. 2022-25

Date: June 23, 2022

To: All Stations Department Employees

From: Theresa Dorsey, Chief Stations Officer *T. Dorsey*

Subject: Submission of Payroll Related Paperwork to the Crew Dispatcher's Office

An email address has been created to submit all paperwork to the Crew Dispatcher's office. You must send the original document to Rosina Morales, mail code 2907. When submitting documents, the subject line must include the employee's name, LIRR ID, and the document being sent (ex: **JOHN DOE 12345, SICK FORM**). Please include a call back number in the body of the email.

As a reminder, all required documents must be sent within three days of returning to work. The email address for submission is LIRRSTATIONSDEPTFORMS@lirr.org. The mail code for the originals is 2907.

The documents to email include:

1. Sick Leave Administration Application Form (SLA-28)
2. Jury Duty Documentation from the Courts
3. Application for Bereavement Allowance (SLA-26) with supporting documentation
4. Cancer Screening Letters
5. Code 7 Authorization Forms

Please do not call crew to confirm receipt, you will receive an email reply confirming receipt. If there are any issues with the documentation submitted, you will be contacted.

Attached for your convenience are the LIRR Sick Leave Administration Application Form (SLA-28) and Application for Bereavement Allowance (SLA-26)

****Please note emails are being sent to your LIRR issued email address if there are issues with your sick form. If you do not have access to your email, reach out to Stephen Chan, Manager Employee Applications and Operations Support at 718-558-8065****



**SICK LEAVE ADMINISTRATION
APPLICATION FORM**

Date Received _____

SECTION 1 (Please Print)		EMPLOYEE'S STATEMENT	
1. NAME	FIRST	MIDDLE	LAST
2. ADDRESS			
NUMBER		STREET	APT. #
CITY OR TOWN		STATE	ZIP
3. TELEPHONE (HOME AND/OR NUMBER WHERE YOU CAN BE REACHED)		4. EMPLOYEE NUMBER	
HOME: _____	(Area Code) (Number)	5. OCCUPATION (Title)	
OTHER: _____	(Area Code) (Number)	6. SERVICE DATE (Date of Hire)	
7. DATE OF ILLNESS/INABILITY TO WORK		8. WHILE ON DUTY? YES <input type="checkbox"/> NO <input type="checkbox"/>	
9. NATURE OF ILLNESS (IF INJURY, STATE HOW, WHEN, AND WHERE IT OCCURRED)			
10. I HEREBY CERTIFY THAT I WAS ILL AND NOT ABLE TO WORK DURING THE PERIOD FOR WHICH I AM CLAIMING SICK LEAVE ALLOWANCE; AND THAT THE FOREGOING STATEMENTS AND ANY ACCOMPANYING STATEMENTS ARE TRUE AND CORRECT. I AUTHORIZE ANY INSURANCE COMPANY, ORGANIZATION, EMPLOYER, HOSPITAL, PHYSICIAN, OR PHARMACIST TO RELEASE ANY INFORMATION REQUESTED WITH REGARD TO THIS CLAIM.			
_____ (SIGNATURE)		_____ (DATE CLAIM SIGNED)	
SECTION 2		TO BE COMPLETED BY DEPARTMENT	
AUTHORIZED SIGNATURE _____			
TITLE _____		DATE SIGNED _____	
RR MAILING ADDRESS _____		PHONE _____	

PHYSICIAN'S STATEMENT

SLA-28

For Completion by the Health Care Provider/Designee Only

Rev. 11/17

The physician's statement must be filled in completely.

1. CLAIMANT'S NAME	2. <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
3. DIAGNOSIS	4. ICD-9/ICD-10 DIAGNOSIS CODE(S):

5. CLAIMANT'S SYMPTOMS _____

6. OPERATION INDICATED YES NO 6A. TYPE: _____ 6B. DATE: _____

7. ENTER DATES FOR THE FOLLOWING:

A. DATE OF CLAIMANT'S FIRST TREATMENT FOR THIS ILLNESS/CONDITION _____

B. DATE OF CLAIMANT'S MOST RECENT TREATMENT FOR THIS ILLNESS/CONDITION _____

C. FIRST DATE CLAIMANT WAS UNABLE TO WORK BECAUSE OF THIS ILLNESS/CONDITION _____

D. DATE CLAIMANT WILL BE ABLE TO WORK _____

E. IS CLAIMANT ABLE TO TRAVEL? YES NO IF NO, WHEN _____

F. PREGNANCY-APPROXIMATE DATE OF DELIVERY _____

8. IN YOUR OPINION, IS THIS ILLNESS/CONDITION THE RESULT OF INJURY ARISING OUT OF AND IN THE COURSE OF EMPLOYMENT OR OCCUPATIONAL DISEASE? YES IF YES, COMPLETE BELOW:

A. PROCEDURES USED/RECOMMENDED: _____

B. MEDICATIONS USED/RECOMMENDED: _____

C. THERAPY USED/RECOMMENDED: _____

NO REMARKS: _____

9. PHYSICIAN'S NAME (Please Print) _____ License # or Stamp _____

9A. OFFICE ADDRESS Number Street City or Town ZIP Code

10. PHYSICIAN'S SIGNATURE _____ DATE _____ Phone Number _____

IMPORTANT INSTRUCTIONS TO CLAIMANT

1. BE SURE TO SIGN AND DATE THE EMPLOYEE'S STATEMENT, AND MAKE SURE THAT ALL PORTIONS OF BOTH THE EMPLOYEE'S STATEMENT AND THE PHYSICIAN'S STATEMENT ARE COMPLETED.
2. ANY PART OF THIS PAGE (PHYSICIAN'S STATEMENT), PREPARED BY A PERSON OTHER THAN THE PHYSICIAN OR HIS/HER AUTHORIZED REPRESENTATIVE, MAY RESULT IN DISCIPLINARY ACTION TO THE EMPLOYEE.
3. AN EMPLOYEE MUST COMPLETE AND SUBMIT THIS FORM CONSISTENT WITH THE REQUIREMENTS OF HIS/HER DEPARTMENT'S RULES AND PROCEDURES, LIRR CORPORATE POLICIES AND PROCEDURES, AND APPLICABLE COLLECTIVE BARGAINING AGREEMENT (CBA).
4. THIS FORM IS NOT REQUIRED FOR AN APPROVED FMLA RELATED ILLNESS/CONDITION.

PLEASE NOTE: ALTERED FORMS WILL NOT BE ACCEPTED



APPLICATION FOR BEREAVEMENT ALLOWANCE

SECTION 1 (Please Print)		CLAIMANT'S STATEMENT			
NAME		FIRST	MIDDLE	LAST	EMPLOYEE NUMBER
ADDRESS			OCCUPATION		
NUMBER			STREET		
CITY OR TOWN			STATE		ZIP
RELIEF DAYS			JOB #		
WORK LOCATION			TOUR OF DUTY		
NUMBER OF DAYS REQUESTED			COPY OF DEATH CERTIFICATE ATTACHED		
ACTUAL DATES REQUESTED			LETTER FROM FUNERAL DIRECTOR ATTACHED		
RELATIONSHIP OF DECEASED TO YOU			<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> MOTHER <input type="checkbox"/> SISTER <input type="checkbox"/> STEPMOTHER <input type="checkbox"/> FATHER <input type="checkbox"/> BROTHER <input type="checkbox"/> STEPFATHER <input type="checkbox"/> WIFE <input type="checkbox"/> MOTHER-IN-LAW <input type="checkbox"/> STEPCHILD <input type="checkbox"/> HUSBAND <input type="checkbox"/> FATHER-IN-LAW <input type="checkbox"/> GRANDPARENT <input type="checkbox"/> CHILD					
I HAVE READ THE ABOVE, AND HEREBY CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TO THE BEST OF MY KNOWLEDGE AND BELIEF TRUE AND CORRECT.					
(SIGNATURE)			(DATE)		
SECTION 2 (Please Print)		DEPARTMENT REPORT			
EMPLOYEE'S NAME (As indicated on pay check)		FIRST INITIAL	MIDDLE INITIAL	LAST NAME	EMPLOYEE #
DATE EMPLOYEE LAST WORKED		MONTH	DAY	YEAR	
LAST DAY EMPLOYEE RECEIVED REGULAR WAGES		MONTH	DAY	YEAR	
DATE & TIME EMPLOYEE RETURNED TO WORK		MONTH	DAY	YEAR	TIME AM PM
INDICATE THE FOLLOWING INFORMATION AND SUPPLY THE RELIEF DAYS FOR CLAIMANT			PAYROLL INFORMATION:		
DAY OF WEEK	DATE	S.T. HOURS	O.T. HOURS	DIF. HOURS	PAYROLL CREW # _____
WEDNESDAY					DIV. _____ ICC _____
THURSDAY					DEPT. _____ GANG _____
FRIDAY					
SATURDAY					
SUNDAY					
MONDAY					
TUESDAY					
<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED IF DISAPPROVED, STATE REASON _____			RATE OF PAY _____ PER HOUR		
			RELIEF DAYS _____		
			EMPLOYEE'S UNION AFFILIATION: _____		
SECTION 3					
AUTHORIZED SIGNATURE:			TITLE:		
DATE SIGNED:			PHONE EXTENSION: (Required)		

IMPORTANT INSTRUCTIONS TO CLAIMANT

1. Be sure to sign and date claim.
2. Submit death certificate or note from the funeral director showing date of death, burial and relationship.
3. Have your department complete Section 2 and 3 and forward to the Benefits Office. Dept. must include Phone Extension.

THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF TRANSPORTATION OFFICER

July 6, 2022

NOTICE OF AWARD
REVISED

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

<u>BULLETIN NO.</u>	<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE DATE</u>
01-22	Clerk Typist	T. Gonzalez-Lam	July 6, 2022

Mariann Casali
Assistant to the Chief Transportation Officer

POSTED: 9:00 AM
July 6, 2022

**REVISED 6/29/22
STATIONS DEPARTMENT
NOTICE NO. 2022-26**

Date: June 27, 2022
 To: All Stations Department Employees
 From: Theresa Dorsey, Chief Stations Officer
 Subject: Holiday - Independence Day, Observed Monday, July 4, 2022

TICKET AGENTS - The following positions WILL work:

A102 HSF TVM	A251 Jam Theater	A603 Huntington	A808 Patchogue	SXA1 - Westhampton SXA2 - E. Hampton SXA3 - Southampton SXA4 - Montauk
A103 Penn TVM	A303 Long Beach	A701 Mineola	A900 Jam Theater	
A110 Penn	A311 Bethpage TVM	A702 Bethpage TVM	A961 Broadway	
A120 MTH	A312 Bethpage TVM	A703 Hicksville	A972 Ronkonkoma	
A121 MTH	A505 Atlantic	A709 Ronkonkoma	A982 Bethpage TVM	
A200 Woodside	A506 Atlantic	A710 Ronkonkoma	A984 Bethpage TVM	
A250 Jam Theater	A602 Huntington	A806 Babylon	A988 Penn	

TICKET CLERKS - The following positions WILL work:

C102 Penn	C126 MTH	C161 Jamaica	C704 Hicksville	C912 MTH
C103 MTH	C127 Penn	C170	C706 Hicksville	C913 Penn
C104 Penn	C132 Atlantic	C171	C802 Freeport	C917 Penn
C106 Penn	C134 Atlantic	C176 Penn	C813 Babylon	C923 Jamaica
C108 Penn	C136 Atlantic	C201 Woodside	C814 Babylon	C924 Jamaica
C114 Penn	C139 Jamaica Chf	C313 Long Beach	C822 HSF TVM	C952 Bethpage TVM
C115 MTH	C140 Jamaica Chf	C331 Bethpage TVM	C823 HSF Cash	C953 Bethpage TVM
C116 MTH	C143 Jamaica	C411 Pt. Wash	C901 Penn	C997 Bethpage TVM
C118 Penn	C145 Jamaica	C412 Port Wash	C904 Penn	CT180 Jamaica
C121 Penn	C151 Penn TVM	C602 Huntington	C907 Atlantic	TS2 Patchogue
		C702 Bethpage TVM	C910 Penn	

STATION APPEARANCE MAINTAINERS - The following positions WILL work:

ARCH900	HMC124	L302 Mineola	PWCT1 Beth Fac	V461 Babylon Yd
ATL102	HZ-813	L307 Babylon	PWT2 Beth Fac	V477 Long Beach
ATL103	JAC1	L308 Babylon Yd (pm)	PWT 3 Beth Fac	V479 Ronkonkoma Yd (pm)
ATL105	JAM102	L309 Hicksville	RSC2 Atlantic	V480 Ronkonkoma Yd (pm)
ATL107	JAM103	L311 Huntington	RSC3 Atlantic	V484 Northport (pm)
ATL109	JAM104	L312 Ronkonkoma	RSC4 Atlantic	V485 Northport (pm)
ATL110	JAM108	L317 Great Neck	SL-01 Long Beach	V489 Woodside
H552 Port Wash	JAM109	L320 Port Washington	SL-02 Babylon Yd	V490 Valley St. Yd (pm)
H572 Northport	JAM112	L322 Ronkonkoma Yd	SSM4 Valley Yd	V491 Valley Stream Yd (pm)
HC501	JAM118	L400 Copiague	SSM8 Valley Yd	V495 Westhampton
HC502	JAM119	L403 Rockville Ctr.	SV01 Westhampton	VD100
HC503	JAM120	L404 Wyandanch	SWT18 Valley Yd	V912 Morris Pk
HC551 Port Wash	JAM124	L901 Massapequa Pk	V450 Morris Pk	V913 Babylon Yd
HC571 Northport	JAM130	L903 Hicksville	V453 Port Wash (pm)	V914 Ronkonkoma Yd
HD561	JAM131	L904 Bayside	V454 Port Wash (pm)	V915 Ronkonkoma Yd
HD562	JAM132	MDY201 Midday Storage	V456 Garden City (pm)	V919 Woodside
HMC112	JAM133		V457 Garden City (pm)	WSY 102
			V460 Babylon Yd	WSY 900

The following positions *will be working* on Monday, July 4, 2022:

AMBASSADORS:

All Regularly Scheduled **WILL WORK**

LEAD FOREMAN/FOREMAN:	HSF WILL NOT work / Atlantic, Jamaica, and Island Foreman positions WILL work
OFFICES CLOSED:	General Offices, Medical, Lost and Found, Mail & Ride.
MESSENGER SERVICE:	WILL NOT operate.
TICKET SALES:	Senior/Off Peak Fares in effect all day.
TICKET OFFICE HOURS:	Observed holiday hours as shown on the Ticket Sales Hours Card
TRAIN SERVICE:	Will operate on a weekend/holiday schedule.



Long Island Rail Road



**STATIONS DEPARTMENT
NOTICE NO. 2022-27**

Date: June 29, 2022

To: All Stations Department Employees

From: Theresa Dorsey, Chief Stations Officer

T. Dorsey

Re: Homeless/Quality of Life Issues - Reminder

Please be reminded that, effective November 1, 2021, the contract with SUS (Services for the Underserved) has expired.

Do not call SUS for any issues at all they no longer work for the LIRR currently.

The MTA is currently working on a new service contract for Homeless Issues and Quality of Life services. All will be advised of the new contact information once a contract is completed.

For now, please call the numbers below if you have a Quality-of-Life issue at any station:

1. MTA PD @ (718) 361-2201
2. STOP's desk @ (718) 557-2430

Be sure you also advise your manager of the problem.

Attachment: Notice No. 2021-48

* * *

If you see something, say something.



Long Island Rail Road



**STATIONS DEPARTMENT
NOTICE NO. 2021-48**

Date: November 3, 2021
TO: Stations Department Employees
FROM: James Compton, Chief Stations Officer
Subject: Homeless/Quality of Life Issues

Effective 11-1-2021 SUS (Services for The Underserved) will no longer be conducting homeless outreach throughout the Nassau and Suffolk County stations. For problematic Quality of Life Issues (homeless individuals, drug/alcohol addicted or possible runaways) throughout all LIRR stations please call the following:

1. MTA PD @ (718) 361-2201
2. STOP's desk @ (718) 557-2430
3. Your Stations Department Manager.

CONTINUE SOCIAL DISTANCING AND WEAR YOUR MASK TO STAY SAFE AND HEALTHY
