



Long Island Rail Road
Going your way

BID SHEETS

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

Bulletin No. 2022-15

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, December 16, 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: \$34.211 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. Ensure compliance with company rules for daily attendance, weekly approval of timecard (CTAMS), as well as daily swipes (Clock In/Out).

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: **December 7, 2022**

Safety Sensitive Position

LONG ISLAND RAILROAD

Bulletin 8-2022

We are accepting resumes for the position of Customer Service Representative. Please forward resumes to Gabrielle Aulicino, Director, Customer Contact Center, Mail Code 3140 by Friday, December 16, 2022, at 5:00 PM or email at gaulici@lirr.org.

POSITION: CSS - 102 Appointed
Customer Service Supervisor

LOCATION: Customer Service Center (HSF)

RATE OF PAY: 45.438

TOUR OF DUTY:

Fri -Tues 2:00 PM – 10:00 PM

RELIEF DAYS: Wed / Thursday

Listing of some specific duties and responsibilities:

- Responsibilities include accepting incoming calls, chats, and making outgoing calls as required to follow up on a customer matter, provide information on rules and regulations, rates, schedules, service status, station/facility information, trip planning, fare purchase options, and permit or other application/policy procedures for all MTA Agencies.
- Responsible for handling all calls and Chats related to Complaints/Inquiries/Policy Related Questions, Mail&Ride, Ticket Refunds, and Ticket Machines
- Responsible to document all calls using a Communication Database System
- Responsible to access various applications and some ad-hoc responsibilities may include replying to customers using social media to answer any questions via all LIRR Social Media platforms.
- Responsible for coaching and monitoring Reps.
- Responsible to fill open jobs when necessary
- Responsible to perform various telemarketing functions such as soliciting information by phone for surveys, mailing campaigns, etc.

QUALIFICATIONS:

- Must have excellent telephone etiquette with the ability to answer telephone inquiries from the public.
- Must be familiar with a Communication Database System as well as other various applications including but not limited to Lost & Found, Mail&Ride, Ticket Refunds, documentation of complaints, etc.
- Must be proficient in reading timetables and operating a computer in order to furnish information over the phone in a clear and pleasant manner under all conditions.
- Must be willing and able to wear a headset while researching and manipulating information from various systems and databases. Accept incoming calls and make outgoing calls as required to follow up on a customer matter.
- Have familiarity with all LIRR social media interfaces for TrainTime, Chat, Facebook, Twitter, etc.

Posted: December 7, 2022

POSITION DESCRIPTION

Temporary Data Coordinator – Service Planning Data Support Service Planning Department

Bids for the following position in the following position will be accepted by the Officer named below until the close of business on Friday, December 16, 2022. Bids can be emailed to Anthony Kingren at Akingre@lirr.org.

Position Posting
Rate of Pay – \$40.284/HR
Union Affiliation – TCU
Position Classification – Non-Safety Sensitive

POSITION SUMMARY:

This position is responsible for maintaining TPSS/CTSS and GIRO computer system databases related to future strategies within the Service Planning Department. Additional databases include PLS and Mainframe (IDMS/Payroll and Safety). It is also responsible to coordinate data exchange within the Service Planning Department to assist in the development of timetable, equipment and crew schedules for future needs.

MAJOR RESPONSIBILITIES:

- Maintain information in TPSS/CTSS system and coordinate information consistent with crew and equipment manipulations in conjunction with TIMACS requirements
- Daily input of data in TPSS/CTSS, IDMS Mainframe and PLS
- Assist in query report generation and printing of timetable documents
- Assist in the review of future timetable, crew and equipment manipulation documents to ensure accuracy as required
- Input schedule revisions as directed
- Other related duties as assigned (this is a wide description and I believe could include setting up meetings etc)

MINIMUM REQUIREMENTS:

- Must have an understanding of the operations of the LIRR
- Must be familiar with timetable schedules, train routings, crew and equipment cycling and manpower utilizations
- Must have knowledge of computer applications and operations with the ability to coordinate activities of timetable, crew and equipment needs
- Must be able to demonstrate strong, effective communication skills

PREFERRED/DESIRABLE SKILLS/QUALIFICATIONS:

- Familiarity with Excel, Power Point, MS Word, Adobe
- Must have the ability to quickly and proficiently learn new computer applications as necessary

Must have attended LIRR Basic Rules Training (applicant may be granted 6 months to complete this requirement)

Charles M. McKiernan
Chief - Service Planning Officer
MTA Long Island Rail Road

THE LONG ISLAND RAIL ROAD
OFFICE OF THE CHIEF ENGINEER

Bulletin No. 526
Repost

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, December 16, 2022.**

POSITION: Secretary - Engineering (Appointed)

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

RATE OF PAY: \$39.889

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 Engineering Department. 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, scheduling, filing and maintenance of all records. Organize and coordinate meetings, transcribe and distribute minutes. Provide secretarial support for the Engineering Department. Perform all other duties as assigned. Applicant must be an accurate typist, proficient in Microsoft Office (Access, Excel, Outlook, and Word). Must have a thorough knowledge of grammar, punctuation, spelling and letter composition. A minimum of two years railroad experience preferred.

Ed McGoldrick
Chief Engineer

Posted: December 7, 2022

**THE LONG ISLAND RAIL ROAD
Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution**

December 7, 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>
3314	Assistant Warehouse Person Permanent (J. Macedonia)	NO BIDS RECEIVED	
3315	Assistant Warehouse Person WH 15 SF -Permanent Fri & Sat Relief (D. Brown)	NO BIDS RECEIVED	
3312	Warehouse Person-SF-V/V Temporary (K. Boykin)	WITHDRAWN	
3313	Assistant Warehouse Person Permanent (C. Jahkhah)	NO BIDS RECEIVED	

Eric Florio

Acting Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
December 7, 2022

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3318**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, December 16, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131

POSITION: Warehouse Person - (M. Boyd-West) – Permanent
LOCATION: Hillside Warehouse 15 Shop Floor
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Saturday & Sunday
RATE OF PAY: \$38.813 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.

Eric Florio
Acting Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
December 7, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3319**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, December 16, 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 (3273, 3282, 3291, 3302, 3310 & 3314)
LOCATION: Hillside
TOUR OF DUTY: 7:30 am – 3:30 pm
REST DAYS: Saturday & Sunday
RATE OF PAY: \$36.243 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.

Eric Florio
Acting Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
December 7, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3320**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, December 16, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person (D. Brown) – Permanent
RE-ADVERTISED (3304, 3311 & 3315)
LOCATION: Hillside Warehouse 15 Shop Floor
TOUR OF DUTY: 7:30AM – 3:30PM
REST DAYS: Friday & Saturday
RATE OF PAY: \$36.243 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.

Eric Florio
Acting Assistant Deputy Chief Stores Officer
MTA Materials Management & Distribution

POSTED: 9:00 AM
December 7, 2022

RE-ADVERTISED

**THE LONG ISLAND RAIL ROAD
ASSISTANT DEPUTY CHIEF STORES OFFICER
MTA MATERIAL MANAGEMENT & DISTRIBUTION
BULLETIN NO. 3321**

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

Bids for the following position in the organization of Material Management & Distribution will be accepted by the Officer named below until the close of business on **Friday, December 16, 2022**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

POSITION: Assistant Warehouse Person - (C. Jahkhah) – Permanent
RE-ADVERTISED (3280, 3289, 3297, 3308, 3313 & 3317)

LOCATION: Hillside

TOUR OF DUTY: 7:30 am – 3:30 pm

REST DAYS: Saturday & Sunday

RATE OF PAY: \$36.243 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.

Eric Florio
Acting Assistant Deputy Chief Stores Officer
MTA Material Management & Distribution

POSTED: 9:00 AM
December 7, 2022

**THE LONG ISLAND RAIL ROAD
PUBLIC INFORMATION OFFICE
BULLETIN NO. 2022-06**

TO ALL CLERICAL EMPLOYEES:

APPOINTED One (1) Public Information Officer position has become available in the Public Information Office (PIO) in the MTA Office of the Customer. All those interested in this position are invited to submit a resume to Colleen Coffey, Manager – Public Information Office. mail code 1131 or to ccoffey@lirr.org All resumes must be received by **5 PM, December 16, 2022**. Please include the following information on your submittal: bulletin number, your employee number, railroad experience, and your current work location and phone extension. Thank you.

The Public Information Officer is responsible for providing information to Long Island Rail Road customers and the general public about all aspects of the Long Island Rail Road, including but not limited to service announcements, delays and policies.

Responsibilities:

- Monitor LIRR Train service via the Movement Bureau, Customer Communication Coordinator (CCC), TIMACS, or any other source as instructed.
- Ensure public announcements concerning train service are made as needed and are progressive in nature -- in consultation with the Customer Communications Coordinator (CCC) and at the direction of the Director of Customer Information LIRR/MNR or their designee -- via all avenues of communication and media platforms as necessary, including but not limited to social media, customer e-Alerts and text messages, terminal message boards, digital screens, Service Status Box posts and Internet postings, public address announcements, AVPS updates (electronic signs at stations), and the MTA's Customer Engagement Center.
- Ensure Assistant Station Master (ASM) communications with Train Crews and Ushers is consistent with all PIO messaging.
- Handle calls to provide current, updated information to public traffic reporting services, the LIRR's Customer Service Center Supervisor, and the MTA Press Office. Make call-arounds to the media regarding special events at the LIRR, as needed.
- Maintain an accurate record of announcements and a written transfer log including a list of all current announcements required as well as any other information relative to Public Address and AVPS operations
- Make clear and concise announcements by microphone via the PA Console regarding train delays, cancellations, service disruptions, and short trains; and update AVPS signs at branch line stations.
- All other duties assigned, and review reports as assigned

Qualifications

- Prior customer service experience in a high-pressure environment
- Prior media relations experience preferably in an operations environment
- Superior written and oral communication skills
- Experience directly responding to customer complaints arising from service emergencies

- Demonstrate ability to read and understand timetables, reports about upcoming track maintenance, special events, holiday programs, etc.
- Superior multi-tasking skills
- Flexibility and adaptability skills with ability to work various hours (24/7) and various days, including holidays, weekends, and during inclement weather.
- Knowledge of LIRR system and customer communication needs a plus.
- Preferred Bachelor's degree in English, Communications, or Journalism; or directly related and demonstrated Journalism/News Media experience; and/or Transportation Operations experience.

Position: Public Information Officer
Location: JCC Building-6th Floor
Tour of Duty: various
Relief Days: various
Rate of Pay: \$43.71per hour

Posted: December 7, 2022

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: USBUL2-57 **Sequence:** 52

Description: USHER BULLETIN 2/57

Open: 11/16/2022 00:01 Close: 11/25/2022 17:00 Effective: 11/30/2022 00:01 Posted: 11/16/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From			
JAU4	USHERS	Permanent	JAMAICA	52150	DUNNE, JD	14	RUH3	US	JAM	
RUH1	USHERS	Permanent	JAMAICA	59877	CONNORS, S					
UX0005	USHERS	Permanent	LIRR-Extra List	59648	ALVAREZ, Z					

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: USBUL2-58

Bulletin Seq: 58

Bulletin Description: USHER BULLETIN 2/58

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
GCU1	USHERS	Permanent	GRAND CENTRAL TERMINAL

Location GRAND CENTRAL TERMINAL

Report Time 7AM

Rest Days SATURDAY & SUNDAY

Rate Of Pay \$41.763 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.

*Candidates are required to have been active LIRR employees for a minimum of six months prior to the close date of this posting.

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 Description: USHER BULLETIN 2/58

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
GCU2	USHERS	Permanent	GRAND CENTRAL TERMINAL

Location GRAND CENTRAL TERMINAL

Report Time 3PM

Rest Days MONDAY & TUESDAY

Rate Of Pay \$41.763 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.

*Candidates are required to have been active LIRR employees for a minimum of six months prior to the close date of this posting.

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 Description: USHER BULLETIN 2/58

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
GCU3	USHERS	Permanent	GRAND CENTRAL TERMINAL

Location GRAND CENTRAL TERMINAL

Report Time 11PM

Rest Days WEDNESDAY & THURSDAY

Rate Of Pay \$41.763 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.

*Candidates are required to have been active LIRR employees for a minimum of six months prior to the close date of this posting.

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 Description: USHER BULLETIN 2/58

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
NYU3	USHERS	Temporary	NEW YORK

Location NEW YORK

Report Time 11AM

Rest Days SATURDAY & SUNDAY

Rate Of Pay \$41.763 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.

*Candidates are required to have been active LIRR employees for a minimum of six months prior to the close date of this posting.

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 Description: USHER BULLETIN 2/58

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
RUH3	USHERS	Permanent	JAMAICA

Location JAMAICA & ATLANTIC AVENUE

Report Time VARIOUS

Rest Days WEDNESDAY & THURSDAY

Rate Of Pay \$41.763 HOURLY

FRI JAU2 (6AM)
 SAT/SUN JAU3 (7AM)
 MON/TUES BKU1 (630AM)

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

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

* Ushers are expected to be courteous at all times.

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

* Must work well with the public

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

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

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

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

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

*Candidates are required to have been active LIRR employees for a minimum of six months prior to the close date of this posting.

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 Description: USHER BULLETIN 2/58

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/05/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
RUH7	USHERS	Permanent	RELIEF CREW

Location GRAND CENTRAL TERMINAL

Report Time VARIOUS

Rest Days THURSDAY & FRIDAY

Rate Of Pay \$41.763 HOURLY

SAT/SUN	GCU1 (7AM)
MON/TUES	GCU2 (3PM-SAT/3PM SUNDAY)
WED	GCU3 (11PM)

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.
- *Candidates are required to have been active LIRR employees for a minimum of six months prior to the close date of this posting.

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

LONG ISLAND RAILROAD

MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: TELBUL2-94 **Sequence:** 94

Description: TELEGRAPHERS BULLETIN 2-94

Open: 11/16/2022 00:01 Close: 11/25/2022 17:00 Effective: 11/30/2022 00:01 Posted: 11/14/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From
FT2	BLOCK OPERATOR	Permanent	BROOK		Readvertise		
FT3	BLOCK OPERATOR	Permanent	BROOK		Readvertise		
TR16	BLOCK OPERATOR	Permanent	BROOK		Readvertise		
GCM11	TRAIN DIRECTOR	Permanent	GRAND CENTRAL MADISON	59053	BANGAROO, K		
GCM22	TRAIN DIRECTOR	Permanent	GRAND CENTRAL MADISON	58602	LEE, H		
GCM31	TRAIN DIRECTOR	Permanent	GRAND CENTRAL MADISON	55774	SWABY, K		
TR11	TRAIN DIRECTOR	Permanent	GRAND CENTRAL MADISON	56536	SIMMS, N		
JATD1	ASST. TRAIN DIRECTOR	Permanent	JCC TOWER	55060	MCSHINE, P	95	TR4 TR JCCT
JCBJ1	TRAIN DIRECTOR	Temporary	JCC TOWER		Withdrawn	1-1	PC PSCC
JCCMT2	BLOCK OPERATOR	Temporary	JCC TOWER		Readvertise		
JTD31*	TRAIN DIRECTOR	Permanent	JCC TOWER		Readvertise		
WL2	BLOCK OPERATOR	Permanent	LEAD		Readvertise		
BO1047	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		
BO1052	BLOCK OPERATOR	Permanent	LIRR-Extra List	59484	ALMONTE, CA	184	TX1003 BO LIRR
BO1054	BLOCK OPERATOR	Temporary	LIRR-Extra List		Readvertise		
BO1057	BLOCK OPERATOR	Permanent	LIRR-Extra List		Readvertise		
MDSY11	TRAIN DIRECTOR	Permanent	MIDDAY STORAGE YARD	27925	MOHR, M		
MDSY21	TRAIN DIRECTOR	Permanent	MIDDAY STORAGE YARD		Readvertise		
WS31	TRAIN DIRECTOR	Temporary	WEST SIDE YARD		Readvertise		

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: TELBUL2-95

Bulletin Seq: 95

Bulletin Description: TELEGRAPHERS BULLETIN 2-95

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1047	BLOCK OPERATOR	Temporary	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY SUNDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
BO1053	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$43.355 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 \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
BO1057	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$43.355 HOURLY & \$1.666 DIFFERENTIAL		
FT1	BLOCK OPERATOR	Permanent	BROOK
	Location BROOK TOWER		
	Report Time 601AM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$43.355 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.

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Asgn	Position	Perm Or Temp	Terminal
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FT2	BLOCK OPERATOR	Permanent	BROOK
	Location	BROOK TOWER	
	Report Time	201PM	
	Rest Days	MONDAY & TUESDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	

FT3	BLOCK OPERATOR	Permanent	BROOK
	Location	BROOK TOWER	
	Report Time	1001PM	
	Rest Days	WEDNESDAY & THURSDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	

JCCMT2	BLOCK OPERATOR	Temporary	JCC TOWER
	Location	JCC TOWER	
	Report Time	201PM	
	Rest Days	MONDAY & TUESDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	

TR16	BLOCK OPERATOR	Permanent	BROOK
	Location	BROOK TOWER	
	Report Time	VARIOUS	
	Rest Days	THURSDAY & FRIDAY	
	Rate Of Pay	\$43.355 HOURLY \$1.666 DIFFERENTIAL	
		SATURDAY & SUNDAY: FT1; 601AM	
		MONDAY & TUESDAY: FT2: 201PM	
		WEDNESDAY: FT3: 1001PM	

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Bulletin Description: TELEGRAPHERS BULLETIN 2-95

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Posted: 12/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
TR9	BLOCK OPERATOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time VARIOUS		
	Rest Days THURSDAY & FRIDAY		
	Rate Of Pay \$43.355 HOURLY \$1.666 DIFFERENTIAL		
	SATURDAY & SUNDAY: JCCMT1; 645AM		
	MONDAY & TUESDAY: JCCMT2; 245PM		
	WEDNESDAY: JCCMT3; 1045PM		

WL2	BLOCK OPERATOR	Permanent	LEAD
	Location LEAD TOWER		
	Report Time 201PM		
	Rest Days TUESDAY & WEDNESDAY		
	Rate Of Pay \$43.355 HOURLY \$1.666 DIFFERENTIAL		

2-4	PSCC CONSOLE OPERATOR	Permanent	PENN STATION CENTRAL CONTROL
	Location PSCC		
	Report Time 3PM		
	Rest Days TUESDAY & WEDNESDAY		
	Rate Of Pay \$57.736 HOURLY \$2.151 DIFFERENTIAL		

JTD12	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 6AM		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$58.878 HOURLY \$2.335 DIFFERENTIAL		

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Bulletin Description: TELEGRAPHERS BULLETIN 2-95

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
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JTD31*	TRAIN DIRECTOR	Temporary	JCC TOWER
	Location	JCC TOWER	
	Report Time	10PM	
	Rest Days	FRIDAY & SATURDAY	
	Rate Of Pay	VARIOUS	
		SUNDAY & MONDAY-JLTD3 10PM; \$59.944 HOURLY; \$2.377 DIFFERENTIAL	
		TUESDAY WEDNESDAY & THURSDAY-JTD31 10PM; \$58.878 HOURLY; \$2.335 DIFFERENTIAL	

MDSY11	TRAIN DIRECTOR	Temporary	MIDDAY STORAGE YARD
	Location	MIDDAY STORAGE YARD	
	Report Time	7AM-3PM	
	Rest Days	SUN & MON	
	Rate Of Pay	\$53.034 HOURLY \$2.050 DIFFERENTIAL	

MDSY21	TRAIN DIRECTOR	Permanent	MIDDAY STORAGE YARD
	Location	MIDDAY STORAGE YARD	
	Report Time	3PM-11PM	
	Rest Days	TUES & WED	
	Rate Of Pay	\$53.034 HOURLY \$2.050 DIFFERENTIAL	

TR4	TRAIN DIRECTOR	Permanent	JCC TOWER
	Location	VARIOUS	
	Report Time	VARIOUS	
	Rest Days	THURSDAY & FRIDAY	
	Rate Of Pay	VARIOUS	
		SATURDAY-TUESDAY: JTD23-JCC TOWER 2PM; \$58.878 HOURLY; \$2.335 DIFFERENTIAL	
		WEDNESDAY: WL3-LEAD TOWER 1001PM; \$43.355 HOURLY; \$1.666 DIFFERENTIAL	

WS31	TRAIN DIRECTOR	Temporary	WEST SIDE YARD
	Location	WEST SIDE YARD	
	Report Time	11PM	
	Rest Days	TUESDAY & WEDNESDAY	
	Rate Of Pay	\$50.585 HOURLY \$1.952 DIFFERENTIAL	

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LONG ISLAND RAILROAD

MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin Awards - Non-Ops

Bulletin ID: CREW9-32 **Sequence:** 32

Description: C/D BULLETIN 9-32

Open: 11/16/2022 00:01 Close: 11/25/2022 17:00 Effective: 11/30/2022 00:01 Posted: 11/15/2022 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
CD1D	CREW DISPATCHER	Permanent	JAMAICA		Withdrawn	
CX4005	CREW DISPATCHER	Permanent	LIRR-Extra List		Readvertise	

LONG ISLAND RAILROAD
MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

Bulletin ID: CREW9-33

Bulletin Seq: 33

Bulletin Description: C/D BULLETIN 9-33

Open: 12/07/2022 00:01

Close: 12/16/2022 17:00

Effective: 12/21/2022 00:01

Posted: 12/06/2022 00:01

Asgn	Position	Perm Or Temp	Terminal
CX4005	CREW DISPATCHER	Permanent	LIRR-Extra List

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA (5C1)

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$48.121 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.

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

DATE: December 7, 2022

BULLETIN NO. SD-20-2022

This bulletin will close **at 5:00 PM on Friday, December 16, 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	Permanent	Agent (A403)
Location:		Broadway
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$47.759
Rest Days:		Monday/Tuesday

Position No. 2	Permanent	Agent (A900)
Location:		Jamaica Theater
Tour of Duty:		Sunday/Monday – 10:00pm – 6:00am Thursday/Friday – 6:00am – 2:00pm Saturday – 2:00pm – 10:00pm
Rate of Pay:		\$50.245
Rest Days:		Tuesday/Wednesday

Position No. 3 Permanent Agent (A901)

Location: Atlantic Terminal/Jamaica Theatre – SPV AGT

Tour of Duty: Wed/Thurs – ATL TERM – SPV AGT - 6:00am – 2:00pm
Friday – Agent – Jamaica Theatre – 2:00pm – 10:00pm
Sat/Sun – ATL TERM – SPV AGT - 2:00pm – 10:00pm

Rate of Pay: Wed/Thurs – ATL TERM – SPV AGT - \$52.670
Friday – Agent – Jamaica Theatre – \$50.245
Sat/Sun – ATL TERM – SPV AGT - \$52.670

Rest Days: Monday/Tuesday

Position No. 4 Permanent Agent (A988)

Location: Penn Station/Bethpage Facility – SPV AGT

Tour of Duty: Mon/Tues – Penn Station – SPV AGT - 2:00pm – 10:00pm
Friday – Agent – Bethpage Facility – 6:00am – 2:00pm
Sat/Sun – Penn Station – SPV AGT - 6:00am – 2:00pm

Rate of Pay: Mon/Tues – Penn Station – SPV AGT - \$52.670
Friday – Agent – Bethpage Facility – \$50.245
Sat/Sun – Penn Station – SPV AGT - \$52.670

Rest Days: Wednesday/Thursday

Position No. 5 Permanent Agent (AG610)

Location: Grand Central Madison - TSM

Tour of Duty: 2:00pm – 10:00pm

Rate of Pay: \$50.245

Rest Days: Saturday/Sunday

Position No. 6 Permanent Agent (AG918)

Location: Grand Central Madison - SPVG AGT/TSM

Tour of Duty: Monday/Tuesday - SPVG AGT - 2:00pm – 10:00pm
Friday – TSM – 9:00am – 5:00pm
Saturday/Sunday – SPVG AGT - 6:00am – 2:00pm

Rate of Pay: Monday/Tuesday - SPVG AGT - \$52.670
Friday – TSM – \$50.245
Saturday/Sunday – SPVG AGT - \$52.670

Rest Days: Wednesday/Thursday

AWARDS TO BULLETIN SD-18-2022

<u>JOB #</u>		<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary A403	Withdrawn	
POSITION NO. 2	Permanent A111	D. Buddoo	11/30/22
POSITION NO. 3	Permanent A900	Re-Advertised	
POSITION NO. 4	Permanent AG610	Re-Advertised	
POSITION NO. 5	Permanent AG616	S. Terito	Pending
POSITION NO. 6	Permanent AG918	Re-Advertised	

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

DATE: December 7, 2022

BULLETIN NO. SD-23-2022

This bulletin will close **at 5:00 PM on Friday, December 16, 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 (C127)
Location:		Penn Station – INFO
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$37.226
Rest Days:		Friday/Saturday

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. Passing a pre-screening assessment (i.e. physical, written and/or practical evaluation) will be required. Must have a valid NYS Driver's license. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 2 Temporary Ticket Clerk (C980)

Location: Hicksville/Jamaica – TSM/INFO

Tour of Duty: Sunday/Monday – Hicksville – 6:00am – 2:00pm
Tuesday/Wednesday – Hicksville – 1:15pm – 9:15pm
Saturday – Jamaica – 6:00am – 2:00pm

Rate of Pay: \$40.222

Rest Days: Thursday/Friday

Primary Duties for Ticket Clerk: Must be qualified in the sale and accounting of tickets and related duties as outlined in the Instructions to Agents and Ticket Clerk Manual. Passing a pre-screening assessment (i.e. physical, written and/or practical evaluation) will be required. Must have a valid NYS Driver's license. Must possess the ability to exercise good judgment and efficiently perform assigned duties. Will be required to work as directed.

Primary Duties for Information Clerk: 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. Passing a pre-screening assessment (i.e. physical, written and/or practical evaluation) will be required. Must have a valid NYS Driver's license. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

Position No. 3 Permanent Ticket Clerk (C134)

Location: Atlantic Avenue

Tour of Duty: 1:00pm – 9:00pm

Rate of Pay: \$38.674

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. Passing a pre-screening assessment (i.e., physical, written and/or practical evaluation) will be required. Must have a valid NYS Driver's license. Must possess the ability to exercise good judgment and efficiently perform assigned duties. Will be required to work as directed.

Position No. 6	Permanent	Ticket Clerk (CG634)
Location:		Grand Central Madison
Tour of Duty:		3:00pm – 11:00pm
Rate of Pay:		\$40.052
Rest Days:		Sunday/Monday

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. Passing a pre-screening assessment (i.e., physical, written and/or practical evaluation) will be required. Must have a valid NYS Driver's license. Must possess the ability to exercise good judgment and efficiently perform assigned duties. Will be required to work as directed.

Position No. 7	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week; however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 8	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week, however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 9	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week; however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 10	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week; however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 11	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week; however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 12	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week, however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 13	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week; however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 14	Permanent	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$35.680
Rest Days:		Various

Primary Duties: Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but not limited to Penn Station, Jamaica Station, Atlantic Terminal, Grand Central Madison, and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's four main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Monday for the following week; however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

Position No. 15	Temporary	Crew Dispatcher (CD502)
Location:		Jamaica
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$49.69
Rest Days:		Sunday/Monday

Primary Duties: Bids will only be valid from applicants qualified through the Stations Crew Dispatching Training Program, or from employees who have previously owned an Assignment Clerk position in the Stations Department.

Must have a complete understanding of the manipulation and regulations governing the Agent's, Ticket Clerk's and Station Cleaner's, Assistant Station Masters, and Public Information Office's crew boards to be able to cover assignments daily. Must be able to prepare and post weekly timecards for all Agents, Ticket Clerks, and Station Cleaners based on daily crew sheets and other crew board documentation. Must have thorough knowledge of the rules, regulations and agreements governing the working conditions of employees represented by the Transportation Communications Union. Must be able to navigate crew dispatching system. Must update absence-control records and work as directed within the office the Director Stations Support and Administration.

Position No. 16	Temporary	Crew Dispatcher Trainee
Location:		Jamaica
Tour of Duty:		Various
Rate of Pay:		\$38.72
Rest Days:		Various

Primary Duties: To train on all phases of crew dispatching, payroll processing, absence control and other related clerical duties. Trainees will be required to train on all Crew Dispatching and Payroll Dispatching assignments in order to become knowledgeable in the use of crew books, payroll manuals, manpower reports, dispatching system etc. and to obtain a thorough knowledge of the regulations governing employees under the jurisdiction of the Stations Manpower office. Employees awarded a training position will post on all three shifts, for a period not to exceed two months. Trainees will be required to become fully qualified during the two-month period. If the department determines that an employee has qualified in less than the specific period, the employee will be deemed qualified at the time. Rule 33 is modified for the purposes of this program to read: ". . . fails to qualify within 60 days." During training, trainees are prohibited from bidding any other position. The trainees will not work on holidays during the training period unless specifically required to do so by the Carrier." The trainee's regular job will be bulletined as a temporary job. If no Crew Dispatcher vacancy exists when a trainee becomes qualified, the employee will revert to his/her former position, if the position has not been abolished or filled by a senior employee in the exercise of seniority. When a Crew Dispatcher (Assignment Clerk) vacancy is advertised, only bids from applicants qualified through the training program or from employees who have previously owned a Crew Dispatcher position in the Stations Department will be entertained. If no qualified bid is received, the junior qualified employee (qualified within the previous six months) will be assigned to the vacant position. If there are no qualified applicants, a Crew Dispatcher trainee position will be advertised. Once qualified, the employee will be assigned to the existing vacancy. For six months following the qualification of a trainee, the employee will be required to accept temporary vacancies refused by regularly assigned Crew Dispatcher. The trainee will work five days per week and will be assigned two relief days, not necessarily consecutive.

Position No. 17 Permanent Mail & Ride (P208)

Location: Jamaica

Tour of Duty: 9:15am – 5:15pm

Rate of Pay: \$39.609

Rest Days: Saturday/Sunday

Primary Duties: Must be a competent 25 wpm typist and be familiar with Microsoft Word software on a personal computer. 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 be able to perform all other Mail & Ride related duties.

Position No. 18	Temporary	Station Appearance Maintainer (ARZ860)
Location:		Arch St. Facility/Morris Park Comm Bldg.
Tour of Duty:		Mon/Tues/Wed – Arch St. – 6:00am – 2:00pm Thursday/Friday – MP Comm Bldg. – 7:30am – 3:30pm
Rate of Pay:		\$33.194
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. 19	Temporary	Station Appearance Maintainer (ATL109)
Location:		Atlantic Avenue
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$33.194
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. 20	Temporary	Station Appearance Maintainer (ATZ814)
Location:		Atlantic Avenue
Tour of Duty:		3:00pm – 11:00pm
Rate of Pay:		\$33.194
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. 21	Temporary	Station Appearance Maintainer (ATZ815)
Location:		Atlantic Avenue
Tour of Duty:		3:00pm – 11:00pm
Rate of Pay:		\$33.194
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. 22	Temporary	Station Appearance Maintainer (HMZ842)
Location:		Hillside Maintenance Complex
Tour of Duty:		2:30pm – 10:30pm
Rate of Pay:		\$33.194
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 Temporary Station Appearance Maintainer (HZ813)

Location: Atlantic Avenue - HD

Tour of Duty: 3:00pm – 11:00pm

Rate of Pay: \$34.515

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. 24	Temporary	Station Appearance Maintainer (JAM119)
Location:		Jamaica
Tour of Duty:		4:00pm – 12:00am
Rate of Pay:		\$33.194
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. 25	Temporary	Station Appearance Maintainer (JMZ831)
Location:		Jamaica
Tour of Duty:		1:00pm – 9:00pm
Rate of Pay:		\$33.194
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. 26	Permanent	Station Appearance Maintainer (ARCH900)
Location:	Freeport/Arch St. Facility/Northport	
Tour of Duty:	Monday – Freeport - 5:00am – 1:00pm Thursday/Friday – Arch St. – 6:00am – 2:00pm Saturday/Sunday – Northport – 6:00am – 2:00pm	
Rate of Pay:	Monday – Freeport - \$33.194 Thursday/Friday – Arch St. – \$33.194 Saturday/Sunday – Northport – \$34.214	
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. 27	Permanent	Station Appearance Maintainer (GCM669)
Location:		Grand Central Madison
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$33.194
Rest Days:		Tuesday/Wednesday

Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

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

Position No. 28	Permanent	Station Appearance Maintainer (GCM672)
Location:		Grand Central Madison
Tour of Duty:		2:00pm – 10:00pm
Rate of Pay:		\$33.194
Rest Days:		Wednesday/Thursday

Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

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

Position No. 29	Permanent	Station Appearance Maintainer (GCM674)
Location:		Grand Central Madison
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$33.194
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. 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. 30	Permanent	Station Appearance Maintainer (GCM675)
Location:		Grand Central Madison
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$33.194
Rest Days:		Tuesday/Wednesday

Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

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

Position No. 31	Permanent	Station Appearance Maintainer (GCM676)
Location:		Grand Central Madison
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$33.194
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.

Position No. 32	Permanent	Station Appearance Maintainer (GCM677)
Location:		Grand Central Madison
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$33.194
Rest Days:		Wednesday/Thursday

Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

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

Position No. 33 Permanent Station Appearance Maintainer (GCM985)

Location: Grand Central Madison – SAM/Chief SAM

Tour of Duty: Wed/Thurs/Fri – SAM - 2:00pm – 10:00pm
Saturday/Sunday – Chief SAM - 2:00pm – 10:00pm

Rate of Pay: Wed/Thurs/Fri – SAM - \$33.194
Saturday/Sunday – Chief SAM - \$37.914

Rest Days: Monday/Tuesday

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

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

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

Position No. 34	Permanent	Station Appearance Maintainer (GCM986)
Location:		Grand Central Madison
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$33.194
Rest Days:		Tuesday/Wednesday

Primary Duties: Operate singly and/or part of a team to clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. Routine work includes but is not limited to the operation of mechanical cleaning equipment, cleaning stations, platforms, public restrooms, sidewalks, waiting rooms, ticket offices, graffiti removal, snow (includes curb cutouts and sidewalks) and ice removal, spread ice-melting chemicals, lifting of heavy items if needed (garbage, furniture, salt bags). Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed. All duties must be performed in an efficient and courteous manner. Required to receive deliveries and to move furniture from one location to another within the complex. Will be required to set up as requested: Conference rooms, cafeteria, classrooms, etc. This will include the moving of chairs, tables, partitions and temporary walls for scheduled staff meetings or different departments. Station Cleaner/Laborer must be available as directed for emergency and safety related problems and to maintain bathrooms and heavily used areas.

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

Position No. 35	Permanent	Station Appearance Maintainer (GCM987)
Location:		Grand Central Madison
Tour of Duty:		6:00am – 2:00pm
Rate of Pay:		\$33.194
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.

Position No. 36	Permanent	Station Appearance Maintainer (GCM989)
Location:		Grand Central Madison
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$33.194
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. 37	Permanent	Station Appearance Maintainer (GCM990)
Location:		Grand Central Madison
Tour of Duty:		Mon/Tues/Wed/Thurs 10:00pm – 6:00am Sunday 2:00pm – 10:00pm
Rate of Pay:		\$33.194
Rest Days:		Friday/Saturday

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. 38	Permanent	Station Appearance Maintainer (HGM650)
Location:		Grand Central Madison – HD SAM
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$34.515
Rest Days:		Sunday/Monday

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. 39	Permanent	Station Appearance Maintainer (HGM651)
Location:		Grand Central Madison – HD SAM
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$34.515
Rest Days:		Thursday/Friday

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. 40	Permanent	Station Appearance Maintainer (HGM955)
Location:		Grand Central Madison – HD SAM
Tour of Duty:		10:00pm – 6:00am
Rate of Pay:		\$34.515
Rest Days:		Tuesday/Wednesday

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

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

Position No. 41 Permanent Station Appearance Maintainer (JAM104)

Location: Jamaica – SAM/Labor

Tour of Duty: 8:00am – 4:00pm

Rate of Pay: \$33.194

Rest Days: Thursday/Friday

Primary Duties: Operate singly and/or part of a team 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, 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.

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). clean and maintain the appearance of the Long Island Railroad properties, stations, office buildings and other appurtenances associated with company property. 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 if needed. 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. 42 Permanent Station Appearance Maintainer (L321)

Location: Lynbrook

Tour of Duty: 5:00am – 1:00pm

Rate of Pay: \$33.194

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. 43	Permanent	Station Appearance Maintainer (L904)
Location:		Bayside/Port Washington/Wyandanch
Tour of Duty:		Sunday/Monday – Bayside – 6:00am – 2:00pm Thursday – Wyandanch – 5:00am – 1:00pm Friday/Saturday – Port Washington – 5:00am – 1:00pm
Rate of Pay:		\$33.194
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. 44	Permanent	Station Appearance Maintainer (WSY900)
Location:		West Side Yard
Tour of Duty:		Mon/Tues/Wednesday – 2:00pm – 10:00pm Saturday/Sunday – 6:30am – 2:30pm
Rate of Pay:		\$33.194
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.

AWARDS TO BULLETIN SD-22-2022

<u>JOB #</u>		<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary CT186	A. Gilmour	11/30/22
POSITION NO. 2	Temporary C127	Withdrawn	
POSITION NO. 3	Temporary C134	Withdrawn	
POSITION NO. 4	Temporary CT181	B. Brown	Pending
POSITION NO. 5	Permanent C104	A. Puzino	Pending
POSITION NO. 6	Permanent C108	C. Sizemore	Pending
POSITION NO. 7	Permanent C114	N. Pryor	Pending
POSITION NO. 8	Permanent C132	Jamel Johnson	Pending
POSITION NO. 9	Permanent C148	R. Petrillo	Pending
POSITION NO. 10	Permanent C160	Alvin Johnson	Pending
POSITION NO. 11	Permanent C802	D. Brienza	Pending
POSITION NO. 12	Permanent C907	W. Lowe	Pending
POSITION NO. 13	Permanent C918	A. Iacono	Pending
POSITION NO. 14	Permanent CG626	E. Estrada	Pending
POSITION NO. 15	Permanent CG628	Re-Advertised	
POSITION NO. 16	Permanent CG629	Withdrawn	
POSITION NO. 17	Temporary AMB	Re-Advertised	
POSITION NO. 18	Temporary AMB	Re-Advertised	
POSITION NO. 19	Permanent AMB	Re-Advertised	
POSITION NO. 20	Permanent AMB	Re-Advertised	
POSITION NO. 21	Permanent AMB	Re-Advertised	
POSITION NO. 22	Permanent AMB	Re-Advertised	
POSITION NO. 23	Temporary ARZ860	Re-Advertised	
POSITION NO. 24	Temporary ATL109	Re-Advertised	
POSITION NO. 25	Temporary ATZ814	Re-Advertised	
POSITION NO. 26	Temporary HCT05	G. Leon	Pending

POSITION NO. 27	Temporary HCM125	Withdrawn	
POSITION NO. 28	Temporary HMZ843	C. Keller	Pending
POSITION NO. 29	Temporary HZ813	Re-Advertised	
POSITION NO. 30	Temporary JAM119	Re-Advertised	
POSITION NO. 31	Temporary JAM133	K. Mattera	11/30/22
POSITION NO. 32	Temporary JMZ831	Re-Advertised	
POSITION NO. 33	Temporary SWT-16	Withdrawn	
POSITION NO. 34	Temporary V492	T. Jenkins	11/30/22
POSITION NO. 35	Permanent ARCH900	Re-Advertised	
POSITION NO. 36	Permanent ATL105	J. Padgett	11/30/22
POSITION NO. 37	Permanent GCM669	Re-Advertised	
POSITION NO. 38	Permanent GCM672	Re-Advertised	
POSITION NO. 39	Permanent GCM674	Re-Advertised	
POSITION NO. 40	Permanent GCM675	Re-Advertised	
POSITION NO. 41	Permanent GCM676	Re-Advertised	
POSITION NO. 42	Permanent GCM677	Re-Advertised	
POSITION NO. 43	Permanent GCM678	Re-Advertised	
POSITION NO. 44	Permanent GCM985	Re-Advertised	
POSITION NO. 45	Permanent GCM986	Re-Advertised	
POSITION NO. 46	Permanent GCM987	Re-Advertised	
POSITION NO. 47	Permanent GCM988	Re-Advertised	
POSITION NO. 48	Permanent GCM989	Re-Advertised	
POSITION NO. 49	Permanent GCM990	Re-Advertised	
POSITION NO. 50	Permanent HGM650	Re-Advertised	
POSITION NO. 51	Permanent HGM651	Re-Advertised	
POSITION NO. 52	Permanent HGM955	Re-Advertised	
POSITION NO. 53	Permanent HMC109	Withdrawn	
POSITION NO. 54	Permanent JAM131	J. Box	11/30/22

POSITION NO. 55	Permanent L304	E. Callaghan	11/30/22
POSITION NO. 56	Permanent V477	A. Busweiler	11/30/22
POSITION NO. 57	Permanent V920	M. Santamaria	11/30/22
POSITION NO. 58	Permanent WSY101	M. Nolet	11/30/22

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Revised 11/22/22
STATIONS DEPARTMENT
NOTICE NO. 2022-46

Date: November 16, 2022

To: Station Department Employees

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

Subject: **Grand Central Madison Terminal Information**

The highly anticipated opening of East Side Access re-named **Grand Central Madison (GCM)** is almost here. This new service is the most transformative change to Long Island Rail Road service in a century.

Long Island Rail Road service to the east side of Manhattan is about to become a reality. At the end of this year, LIRR trains will begin running to GCM, a new train concourse below the historic Grand Central Terminal.

With trains to both Penn Station and GCM, LIRR service will reach both sides of Manhattan for the first time. More LIRR trains will run during peak hours and there will be better reverse commuting options to Long Island.

When service to Grand Central begins at the end of the year, there will be **new schedules on every branch of LIRR**. And with trains running to both sides of Manhattan, LIRR is boosting its service systemwide by more than 40%. There will be more one-seat rides to Manhattan, and more trains will run to more places, all day long. Two new tunnels between Manhattan and Queens will increase train capacity to and from New York City by 50% and improve reliability.

It is the culmination of several infrastructure projects — including the Main Line Expansion from Floral Park to Hicksville, and the Double Track Project from Farmingdale to Ronkonkoma — that allow us to run more trains and provide more reliable service. These projects have also added new stations and bridges on Long Island, eliminated grade crossings, and replaced old tracks and signals.

The new schedule makes true reverse commuting a better option for Long Island residents, in some areas, for the first time ever. There will be a 65% increase in reverse-peak weekday trains, along with more trains in the early-morning and late-evening rush hours. This creates new opportunities for tourism, schools, parks, and jobs on Long Island.

Some of the other big benefits of our new service:

- More evenly spaced trains and fewer large gaps in service
- More frequent service to Queens
- More frequent service on the Ronkonkoma and West Hempstead branches
- 28% increase in Brooklyn service
- Decreased travel times from Long Island to Manhattan
- Less crowding at Penn Station

When new schedules are finalized, they will be available in the TrainTime app.

A new experience below Grand Central

Customers taking LIRR to GCM will arrive at a new expansive, beautiful terminal and concourse. This brand-new station runs alongside Madison Avenue from 43rd Street to 48th Street. It will have space for retail and restaurants, spacious waiting areas, free Wi-Fi, and real-time departure information.

The station is fully accessible and features passive wayfinding, new artwork from MTA Arts & Design, area maps, and other helpful information. GCM has four new entrances to Madison Avenue, as well as entrances into the historic Grand Central Terminal. The new station will have eight tracks — which can accommodate up to 24 trains per hour — and four platforms on two new levels below the existing lower level of Grand Central Terminal. These tracks are fully separate from Metro-North Railroad, ensuring that neither railroad causes delays to the other.

Stations Staff Information:

- GCM station code is **9011**, a new station code map will be sent out soon.
- GCM will be a zone 1 station.
- City Ticket will be applicable for GCM, same rules apply as for the other terminals.
- NEW “Combo Ticket” – a newly created combination ticket has been created for customers to travel with one ticket from Long Island to Metro North stations and vice versa. There will be a more in-depth notice sent out with more details regarding ticketing.
- Documents are currently being worked on that indicate the train service changes on each branch. They will be sent to all open ticket offices once completed. The adage “Change at Jamaica” will be a thing of the past. With the new service plan customers should be told to take the train that is traveling to their destination. Jamaica will no longer have scheduled transfers. There are new “suggested transfer points” on branches that have never been used before if customers prefer to take a certain train.
- All customers heading to Atlantic Terminal must get off at Jamaica (except very limited service from Freeport, Hempstead & West Hempstead) and walk to platform **F** for a shuttle train to Atlantic Terminal. During peak times the trains depart approx. every 9-12 minutes, during off peak they depart approx. every 15-20 minutes. Coming from Atlantic Terminal all customers must transfer at Jamaica for trains further east (except very limited service to Freeport, Hempstead, & West Hempstead).
- Jobs for GCM have been posted in the 11/2/22 & 11/16/22 bid sheets, award dates are fluid at this time and will be communicated once the opening date has been solidified. Felix Sladky from the crew dispatcher’s office will call all employees affected.
- In the GCM terminal there will be a TVM operation, a small lost & found holding area, a customer service area, a waiting room, a ticket office and a small cleaning operation. These functions will all be supported by our ticket selling and TVM servicing staff, Customer Service Ambassadors, Station Appearance Maintainers, Traveling Foremen, Assistant Traveling Foremen (this is a new position), and Customer Service Chiefs.
- GCM will be open to the public from 5am-2am 7 days per week.

Frequently Asked Questions:

When does LIRR service to Grand Central begin?

Service is scheduled to begin by the end of 2022. An exact opening date has not yet been determined.

Where can I see schedules for LIRR service to Grand Central?

We have created a [draft systemwide schedule \(https://new.mta.info/agency/long-island-rail-road/lirr-to-grand-central/schedules\)](https://new.mta.info/agency/long-island-rail-road/lirr-to-grand-central/schedules) for when [LIRR service to Grand Central \(https://new.mta.info/grandcentralmadison\)](https://new.mta.info/grandcentralmadison) begins. There are timetables that show service divided into 17 different segments based on predominant service patterns.

Is the service increase compared to pre-COVID service levels or the reduced service levels in effect now?

The percentage increase is based on the current level of service, which is 89% of our pre-COVID service.

Will there be more options for Metro-North Railroad riders who work on Long Island?

The new schedules will have more eastbound service during the morning rush hour. If you're coming from Metro-North, you can now transfer to an LIRR train directly at Grand Central Terminal. Use the [future trip planner](https://gcmtrips.mta.info) (<https://gcmtrips.mta.info>) to see what a trip might look like.

How will the MTA increase reverse commuting opportunities on Long Island?

For the first time, under the new proposed schedules, 53 reverse-peak trains are being added per weekday, increasing the number to 134 trains per weekday. This is a 65% increase. Much of this is thanks to the completion of the Main Line Expansion project this year and the Double Track project in 2018.

Is there a consideration for an increase in ridership as New York continues to recover from the pandemic?

As ridership continues to change with the growth of new markets and stabilizing patterns post-COVID, we will continually be monitoring both ridership and service performance. What service we can run into Penn Station in the near future will be limited by construction in the Station and in the East River Tunnels, but we will adjust cars, stops, and trains wherever it is justified and wherever the capacity exists.

Grand Central Madison Frequently Asked Questions:**Will new shops and restaurants open when service begins?**

Retail and dining options will not be available when LIRR service to Grand Central begins. Plans are underway to have some pop-up kiosks available in 2023.

Will fares to Grand Central Madison be the same as fares to Penn Station?

Yes. Grand Central Madison is in Fare Zone 1.

Where will accessible elevators be located?

There are elevators serving every level and platform at Grand Central Madison. There are multiple accessible routes from the street and the existing Grand Central Terminal concourse level. Every new street entrance into the station is accessible, including the One Vanderbilt entrance that also serves 42nd Street. The entrances are located at 44th, 45th, 46th, 47th and 48th Streets.

Will LIRR Care be available at Grand Central and for customers transferring from Metro-North Railroad?

Yes. LIRR Care will be available at Grand Central Madison and ambassadors will function as they do at other LIRR hubs like Penn Station, Atlantic Terminal, and Jamaica. We will also be coordinating with Metro-North for customers using Metro-North's Call Ahead program, looking to transfer between railroads.

Will travel to Grand Central Madison involve transfers?

Depending on the LIRR branch or train you travel on, there may be suggested transfers or connections necessary to travel to Grand Central Madison. You can check out all the draft schedules at [https://gcmtrips.mta.info/](https://gcmtrips.mta.info)

How long will it take to transfer from trains at the LIRR concourse to Metro-North Railroad?

Depending on where you exit from your LIRR train and which terminal/platform you are traveling to, it could take approximately 5 to 10 minutes to get to Metro-North Railroad trains. Customers will be able to use escalators and elevators to get to the upper levels.

Train Service Frequently Asked Questions:

LIRR service to Grand Central is designed to offer greater access to Manhattan, but do the customers on the Port Washington Branch, from Great Neck, Plandome, Manhasset, and Port Washington have fewer options to Penn Station on weekday mornings?

There are more trains to Manhattan under this service plan, but they are split between Penn Station and Grand Central Madison. We understand that some customers will prefer the current schedules based on their own specific itineraries. However, the new schedules were designed to accommodate the greatest number of customers by creating options to both the east and west sides of the city that had heretofore never existed. The new schedules will also ease congestion and reduce crowding at Penn Station offer an array of options to riders on all branches.

Why do my express trains now make more stops? All my options to Manhattan now take longer.

Many trains will have new stopping patterns in response to ridership demand. In addition, to provide people with more transfer options, all non-Port Washington Branch trains will now stop at Jamaica. While some trips may be longer, service will be more reliable. We will continue to monitor ridership and reliability and make changes as needed in response to customer demand and service performance.

Will commutes from stations like Queens Village, Hollis, Rosedale, Laurelton, and Locust Manor be increasing by 15 minutes on average and require transfers to Atlantic Avenue?

Yes, transfers are required at Jamaica. Brooklyn-bound customers will see a 28% increase in the number of daily trains. We have also increased service at Queens Village, Hollis, Rosedale, Laurelton and Locust Manor to bolster Queens service opportunities. Trains will run approximately every 9-12 minutes in both directions to and from Jamaica during peak hours and every 15-20 minutes during off-peak hours. Every train will make stops at Nostrand Avenue and East New York. There are a limited number of exceptions.

How much time will it take to get to the new Brooklyn platform if I'm getting off at Track 3 or 4 at Jamaica to transfer to Brooklyn?

The transfer options provided in the new trip planner account for the time necessary to access tracks 11 and 12 at Jamaica for Brooklyn service.

Why aren't there more options and benefits to diesel territory?

Our diesel fleet size remains unchanged, which limits our ability to add service in diesel territory. Where possible, we've improved the spacing between trains to improve the regularity of service during rush hour. Additionally, bi-level diesel equipment, which is necessary to run service in diesel territory, does not fit in the tunnels to Grand Central Madison.

After the work in the East River Tunnels and Harold Interlocking is completed, are there any plans to increase service at Penn Station in the peak period under the proposed timetable?

Our team will be monitoring ridership growth as those projects approach completion and we will adjust service accordingly.

Stay tuned for more information regarding Grand Central Madison.

Be patient with customer's questions, this is the biggest service change we have had in many years





**STATIONS DEPARTMENT
NOTICE NO. 2022- 49**

Date: December 5, 2022
To: All Agents, Ticket Clerks, Station Appearance Maintainers, and Ambassadors
From: Theresa Dorsey Chief Stations Officer *T. Dorsey*
Subject: **2023 Vacation Awards**

Attached are the 2023 vacation awards for Agents, Ticket Clerks, Station Appearance Maintainers, and Ambassadors. All employees are responsible for tracking their days. Attached is an LIRR calendar to assist with tracking your time off.

The vacation awards are in two formats: by each week and by seniority date for each craft.

As a reminder, the birthday vacation day is granted in the third year of employment and is indicated with an **A** or **B** next to the week/name:

“**A**” indicates a birthday vacation day on the first working day **after** vacation

“**B**” indicates a birthday vacation day **before** vacation.

Your vacation begins after your second relief day of the week you choose. For example, if you have week #3 as your vacation week and you have Wednesday and Thursday relief days; your vacation begins on Friday of that week.

YOU MUST CALL THE CREW DISPATCHER AT (718) 558-7374 BEFORE 11:00 A.M. AT LEAST ONE DAY PRIOR TO THE START OF YOUR VACATION AND ONE DAY PRIOR TO YOUR RETURN TO DUTY. If your week involves a holiday and your job was blanked on the holiday you must indicate if you will be working the first day after your week off or if you will be extending your vacation by one day and taking that day off (means you were paid holiday pay on the holiday and you are due one more vacation day to make the full week). If your job worked the holiday and you were on vacation, you will receive the appropriate pay for the day (as if you were working). Please refer to Stations Notice 2019-30 attached for guidance.

Vacation Change Requests

All requests must be emailed to LIRRSTATIONSDEPTFORMS@lirr.org for approval by Rosina Morales

Before requesting a vacation change, you must attempt to change weeks with another employee using the attached form. If unsuccessful, send a request using the attached form with any documentation for review. If approval is given for a change of vacation, you will be notified by the Crew Dispatchers Office.

ONLY CHANGES INVOLVING EXTREME EMERGENCIES WILL BE APPROVED AND DOCUMENTATION MUST BE INCLUDED.

If you have any questions regarding the attached, please contact Rosina Morales at rmorale@lirr.org

* * * Attachments* * *

- LIRR 2023 Calendar
- Stations Notice 2019-30 *Change to Holiday Pay During Vacations beginning January 2020*
- Agents Weeks by name
- Agents Weeks by seniority
- Agents' Single days
- Ticket Clerks Weeks by name
- Ticket Clerks Weeks by seniority
- Ticket Clerks Single days
- SAMS Weeks by name
- SAMS Weeks by seniority
- SAMS Single days
- Ambassadors Weeks by name
- Ambassadors Weeks by seniority
- Vacation Switch Request Form
- Vacation Change Request Form

LIRR - 2023

Name _____

Employee # _____

Address _____

City _____ State _____ Zip _____

Phone _____ SS# _____

Birthday _____ Position _____

Hire Date _____ Review Date _____

- H Holiday
- W Worked Holiday
- V Vacation Day
- P Personal Day
- C Comp Day
- S Sick Day
- K Partial Day Worked
- X Not Paid
- B Bereavement
- J Jury/Military
- R Relief Day
- F Worked Relief

 # Vac. Days _____
 # Per. Days _____
 Pr. Yr. Carryovers _____
 1st Day Sick Taken _____

JANUARY

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
H 1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	H 16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
			1	2	3	4
5	6	7	8	9	10	11
H 12	13	14	15	16	17	18
19	H 20	21	22	23	24	25
26	27	28				

MARCH

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
						1
2	3	4	5	6	H 7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	H 29	30	31			

JUNE

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
						1
2	3	H 4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
					1	2
3	H 4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
1	2	3	4	5	6	7
8	H 9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
			1	2	3	4
5	6	H 7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	H 23	H 24	25
26	27	28	29	30		

DECEMBER

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	H 25	26	27	28	29	30
31						

STATIONS DEPARTMENT

NOTICE NO. 2019-30

Date: September 17, 2019
To: All Stations Department Employees
From: James Compton, Chief Stations Officer
Subject: Change to Holiday Pay During Vacations beginning January 2020



Beginning January 1, 2020, we will be adhering to the following Collective Bargaining Agreement rules:

- Agent Agreement Rule 52
- Clerical Agreement Rule 64
- Exception 5 Agreement Rule 37

These rules state in pertinent part:

“An employee having a regular assignment will not be any better or worse off, while on vacation and a holiday intervenes, as to the daily compensation paid by the Carrier that if he/she had remained at work on such assignment; this is not to include casual or unassigned overtime or amounts received from others than the employing Carrier.”
The agreements go on to provide two examples:

Example 1:

When a regularly assigned vacationing employee’s position is filled on the holiday, he/she will be allowed the same compensation that he/she would have received had he/she worked, i.e., a day’s pay for the holiday plus a day’s pay at time and one-half for a total of two and one-half’s day’s pay.

Example 2:

When a regularly assigned vacationing employee’s position is not filled on the holiday. He/she will be paid one day for the holiday and be granted an additional vacation day, or be paid a day’s pay in lieu thereof.”

The two examples are to be understood as follows:

Example 1 – if your job works the holiday and it falls within your weeklong vacation, on the actual holiday you will be paid for the holiday and for your job working the holiday (8 straight time hours plus 8 overtime hours).

Example 2- if your job is blanked on the holiday and it falls within your weeklong vacation, on the actual holiday you will be paid holiday pay (8 straight hours) and your vacation will be extended by one day (5 days’ vacation turns into 6 days off) on the 6th day you will have a vacation day with the option to return to work and get paid for working your job along with getting paid for a vacation day for a total of 16 hours of straight time, **OR** you can opt to take the day off and get paid for a vacation day. **YOUR CHOICE MUST BE MADE AND TOLD TO CREW THE WEEK BEFORE YOU GO ON VACATION WHEN YOU CONFIRM YOUR ACTUAL TIME OFF.**

Any questions please feel free to call Theresa Dorsey 718-558-4936 (be sure to leave a message)

A well informed employee is the best employee!

**STATIONS DEPARTMENT
2023 AGENTS VACATION SCHEDULE BY WEEK**

WEEK 1 02-Jan-23	WEEK 2 09-Jan-23	WEEK 3 16-Jan-23	WEEK 4 23-Jan-23	WEEK 5 30-Jan-23	WEEK 6 06-Feb-23	WEEK 7 13-Feb-23	WEEK 8 20-Feb-23	WEEK 9 27-Feb-23	WEEK 10 06-Mar-23	WEEK 11 13-Mar-23
SHEIKH	FERDINAND (A)	HEINS	TERITO (A)		WALKER	TERITO	ARASA (A)	THOMAS (A)	HOWLETT	IFFERTE
WALTERS,MIKE	WALTERS,ALICE (A)	GLEASON			WILLIAMS	HOWLETT	VERSCHURE		DILONE	BALDASSARRE (B)
	BARNES (A)	SUPPER				BUDDOO	COADY			KATTOU
	GLEASON	BACCHUS					CASTELLANOS			
	TERITO	CHANDLER					DOWNNS			
							PISCITELLO			
WEEK 12 20-Mar-23	WEEK 13 27-Mar-23	WEEK 14 03-Apr-23	WEEK 15 10-Apr-23	WEEK 16 17-Apr-23	WEEK 17 24-Apr-23	WEEK 18 01-May-23	WEEK 19 08-May-23	WEEK 20 15-May-23	WEEK 21 22-May-23	WEEK 22 29-May-23
BLANCO	TEEMER (A)	CASTELLANOS	SHEIKH (B)		GLEASON (A)	MELLEN		WALKER	DERONDE (A)	BOCK
CARTER	BROWN-JACOBS	RAMPERSAD	ROGNON			SCIFO		BARNES	BALDASSARRE	COADY
		LAMBERT (A)	HEINS (B)			CURETON-McMILLIAN (A)		BLANCO	O'CONNOR	TERITO
		BUDDOO (A)	MCVETTY					O'CONNOR (B)	CARTER (B)	BACCHUS
		CHANDLER	DIGIACINTO							
		WILLIAMS	DOOLAN							
WEEK 23 05-Jun-23	WEEK 24 12-Jun-23	WEEK 25 19-Jun-23	WEEK 26 26-Jun-23	WEEK 27 03-Jul-23	WEEK 28 10-Jul-23	WEEK 29 17-Jul-23	WEEK 30 24-Jul-23	WEEK 31 31-Jul-23	WEEK 32 07-Aug-23	WEEK 33 14-Aug-23
PISCITELLO	ROGNON	MCVETTY	D'ALTO	D'ALTO	FISECKI	FISECKI	SHEIKH	SHEIKH	FISECKI	FISECKI (A)
	SUPPER (A)	PITKA-KREISCHER (B)	MIGLIOZZI	HEINS	BORRERO	WALTERS,ALICE	BALDASSARRE	MCVETTY	MIGLIOZZI	MIGLIOZZI
	KATTOU	HOWLETT	VERSCHURE (A)	WALKER	TEEMER	DOOLAN	LAMBERT	DIGIACINTO	COADY (B)	GLEASON
		ANTHONY (A)	IFFERTE	BOCK	DOWNNS	CASTELLANOS	SCIFO (A)	MELLEN (A)	DOWNNS	THOMAS
		DILONE	BROWN-JACOBS	MIGLIOZZI (A)	RAMPERSAD	RAMPERSAD	DILONE	PISCITELLO	PISCITELLO (A)	ANTHONY
		WILLIAMS (A)	CONGIMI	ARASA	BARNES	PITKA-KREISCHER	CHANDLER (A)	CONGIMI	SUPPER	COUSLEY(A)
WEEK 34 21-Aug-23	WEEK 35 28-Aug-23	WEEK 36 04-Sep-23	WEEK 37 11-Sep-23	WEEK 38 18-Sep-23	WEEK 39 25-Sep-23	WEEK 40 02-Oct-23	WEEK 41 09-Oct-23	WEEK 42 16-Oct-23	WEEK 43 23-Oct-23	WEEK 44 30-Oct-23
WALTERS,ALICE	DERONDE	BOCK	ROGNON (B)	BLANCO	FERDINAND	FERDINAND	FERDINAND	FERDINAND	BURCHIANTI	BURCHIANTI
HEINS	IFFERTE	BARNES	WALKER			MELLEN	TEEMER	WALTERS,ALICE (A)	BUDDOO	BORRERO
BORRERO	RAMPERSAD (B)	DILONE (A)	VERSCHURE			BALDASSARRE	MELLEN	DIGIACINTO	SUPPER	SCIFO
DERONDE	PITKA-KREISCHER	CURETON-McMILLIAN	KATTOU			COUSLEY	HOWLETT (A)	VERSCHURE	BACCHUS (A)	CURETON-McMILLIAN
ARASA	LAMBERT	O'CONNOR				WILLIAMS		THOMAS	BLANCO (A)	
BROWN-JACOBS	BUDDOO									
WEEK 45 06-Nov-23	WEEK 46 13-Nov-23	WEEK 47 20-Nov-23	WEEK 48 27-Nov-23	WEEK 49 04-Dec-23	WEEK 50 11-Dec-23	WEEK 51 18-Dec-23	WEEK 52 25-Dec-23	2023 Holiday Provided by Agreement		
BURCHIANTI	BURCHIANTI (A)	RINFRET	ROGNON	WALKER	RINFRET	RINFRET	RINFRET (A)	New Year's Day	January 1st	
CARTER	WALTERS,MIKE	D'ALTO	WALTERS,MIKE	LICKER	DERONDE	TEEMER	D'ALTO (A)	Martin Luther King, Jr. Day	January 16th	
	TEEMER	WALTERS,MIKE	BOCK (B)	THOMAS	LICKER (A)	DIGIACINTO (A)	HEINS	Washington's Birthday	February 20th	
	LICKER	DOOLAN	LICKER	KATTOU (A)	BROWN-JACOBS (A)	DOOLAN (A)	MCVETTY (B)	Good Friday	April 7th	
	CONGIMI	COADY	PITKA-KREISCHER	CURETON-McMILLIAN	CONGIMI (A)	IFFERTE (A)	BORRERO (A)	Memorial Day	May 29th	
	LAMBERT	DOWNNS (B)	ANTHONY	O'CONNOR	GLEASON	CASTELLANOS (A)	ARASA	Independence Day	July 4th	
								Labor Day	September 4th	
								Columbus Day	October 9th	
								Election Day	November 7th	
								Thanksgiving Day	November 23rd	
								Day After Thanksgiving	November 24th	
								Christmas Day	December 25th	

NOTE - 6 OFF PER WEEK MAXIMUM.



2023 Agent's Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

						ADD THE A OR B DAY TO A WEEK				
PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU AGENT Seniority	Week 1	Week 2	Week 3	Week 4	Week 5
27472	Rinfret R.	7/10/1989	208	26	3/4/1998	47	50	51	52 (A)	
27138	Burchianti C.	8/24/1988	208	26	7/14/1999	43	44	45	46 (A)	
28799	Dalto J.	8/7/1996	208	26	9/13/2000	26	27	47	52 (A)	
28797	Sheikh J.	8/7/1996	208	26	9/20/2000	1	15 (B)	30	31	
29344	Ferdinand G.	9/24/1997	208	26	1/17/2001	2 (A)	39	40	41	42
28045	Fisekci M.	7/8/1998	208	26	12/12/2001	28	29	32	33 (A)	
29440	Walters A.	1/26/1998	208	26	1/23/2002	2	29	34	42 (A)	
29923	Rognon K.	1/6/1999	208	26	4/29/2002	15	24	37 (B)	48	
29689	Heins J.	3/17/1999	208	26	9/11/2002	3	15 (B)	27	34	52
28082	Walters M.	8/25/1993	208	26	7/30/2003	1 (A)	46	47	48	
28814	Walker K.	8/14/1996	208	26	8/6/2003	6	20	27	37	49 (B)
50403	Bock K.	9/8/1999	208	26	8/27/2003	22	27	36	48 (B)	
50079	McVetty R.	3/17/1999	208	26	1/26/2004	15	25	31	52 (B)	
50246	Borrero F.	6/16/1999	208	26	1/27/2004	28	34	44	52 (A)	
50673	DeRonde J.	4/5/2000	208	26	6/30/2004	21 (A)	34	35	50	
51379	Migliozzi F.	4/25/2001	208	26	8/2/2004	26	27 (A)	32	33	
28155	Arasa M.	12/29/1993	208	26	8/2/2004	8 (A)	27	34	52	
50026	Conyers-Teemer D.	3/3/1999	208	26	1/18/2006	13 (A)	28	41	46	51
51252	Verschure J.	2/21/2001	208	26	7/5/2006	8	26 (A)	37	42	
51805	Digiacinto L.	2/13/2002	208	26	7/5/2006	15	31	42	51 (A)	



2023 Agent's Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

ADD THE A OR B DAY TO A WEEK

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU AGENT Seniority	Week 1	Week 2	Week 3	Week 4	Week 5
50303	Mellen J.	7/7/1999	208	26	9/26/2007	18	31 (A)	40	41	
51360	Doolan D.	5/9/2001	208	26	10/3/2007	15	29	47	51 (A)	
52075	Coady J.	7/24/2002	208	26	11/14/2007	8	22	32 (B)	47	
50320	Ifferte K.	7/21/1999	208	26	11/15/2007	11	26	35	51 (A)	
51959	Castellanos F.	5/29/2002	208	26	5/11/2008	8	14	29	51 (A)	
29367	Pride S.	10/22/1997	208	26	6/8/2011					
51048	Licker R.	10/4/2000	208	26	6/8/2011	46	48	49	50 (A)	
50250	Brown-Jacobs N.	6/16/1999	208	26	6/8/2011	13	26	34	50 (A)	
52990	Downs T.	9/22/2004	208	26	6/8/2011	8	28	32	47 (B)	
28079	Pacini J.	8/25/1993	208	26	10/10/2012					
50519	Piscitello S.	11/17/1999	208	26	11/7/2012	8	23	31	32 (A)	
51524	Rampersad R.	7/11/2001	208	26	8/6/2014	14	28	29	35 (B)	
53652	Barnes M.	8/9/2006	208	26	1/7/2015	2 (A)	20	28	36	
29686	Pitka-Kreischer J.	6/16/1999	208	26	10/7/2015	28 (B)	29	35	48	
54653	Murphy K.	3/19/2008	208	26	10/7/2015					
54856	Congimi M.	5/28/2008	208	26	1/6/2016	26	31	26	50 (A)	
53033	Baldassarre J.	10/20/2004	208	26	8/5/2017	11 (B)	21	30	40	
53310	Gleason C.	1/25/2006	208	26	8/8/2017	2	3	17 (A)	33	50
52011	Thomas M.	6/26/2002	208	26	6/7/2018	9 (A)	33	42	49	
53299	Terito S.	1/25/2006	208	26	3/27/2019	2	4 (A)	7	22	



2023 Agent's Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

ADD THE A OR B DAY TO A WEEK

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU AGENT Seniority	Week 1	Week 2	Week 3	Week 4	Week 5
52076	Lambert M.	7/24/2002	208	26	4/17/2019	14 (A)	30	35	46	
58811	Scifo D.	7/18/2018	128	16	6/26/2019	18	30 (A)	44		
58809	Anthony H.	7/23/2018	128	16	6/26/2019	25 (A)	33	48		
51614	Howlett M.	9/5/2001	208	26	7/17/2019	7	10	25	41 (A)	
53261	Dilone R.	11/30/2005	208	26	7/31/2019	10	25	30	36 (A)	
58912	Cousley K.	10/10/2018	88	11	10/10/2019	33 (A)	40			
52144	Buddoo D.	9/18/2002	208	26	7/28/2021	7	14 (A)	35	43	
53295	Supper C.	1/25/2006	208	26	7/28/2021	3	24 (A)	32	43	
56617	Bacchus A.	11/4/2015	128	16	7/28/2021	3	22	43 (A)		
56040	Blanco A.	5/29/2013	168	21	8/4/2021	12	20	38	43 (A)	
56171	Chandler D.	7/24/2013	128	16	8/4/2021	3	14	30 (A)		
51619	Cureton McMillian S.	9/5/2001	208	26	9/21/2021	18 (A)	36	44	49	
54604	Williams T.	3/5/2008	208	26	10/20/2021	6	14	25 (A)	40	
52147	Kattou C.	9/25/2002	208	26	11/3/2021	11	24	37	49 (A)	
29317	OConnor T.	8/25/1997	208	26	4/13/2022	20 (B)	21	36	49	
55958	Carter J.	10/23/2013	128	16	6/1/2022	12	21 (B)	45		

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 Agent's Vacation Allotments

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU AGENT Seniority	MUST HAVE 26 DAYS ENTITLEMENT				
						Day 1	Day 2	Day 3	Day 4	Day 5
27472	Rinfret R.	7/10/1989	208	26	3/4/1998					
27138	Burchianti C.	8/24/1988	208	26	7/14/1999					
28799	Dalto J.	8/7/1996	208	26	9/13/2000					
28797	Sheikh J.	8/7/1996	208	26	9/20/2000					
28045	Fisekci M.	7/8/1998	208	26	12/12/2001					
29440	Walters A.	1/26/1998	208	26	1/23/2002					
29923	Rognon K.	1/6/1999	208	26	4/29/2002	7/3	12/22			
28082	Walters M.	8/25/1993	208	26	7/30/2003					
50403	Bock K.	9/8/1999	208	26	8/27/2003					
50079	McVetty R.	3/17/1999	208	26	1/26/2004					
50246	Borrero F.	6/16/1999	208	26	1/27/2004					
50673	DeRonde J.	4/5/2000	208	26	6/30/2004	6/8	6/9	8/17	8/18	9/4
51379	Migliozzi F.	4/25/2001	208	26	8/2/2004					
28155	Arasa M.	12/29/1993	208	26	8/2/2004					
51252	Verschure J.	2/21/2001	208	26	7/5/2006					
51805	Digiacinto L.	2/13/2002	208	26	7/5/2006					
50303	Mellen J.	7/7/1999	208	26	9/26/2007					
51360	Doolan D.	5/9/2001	208	26	10/3/2007					

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 Agent's Vacation Allotments

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU AGENT Seniority	MUST HAVE 26 DAYS ENTITLEMENT				
						Day 1	Day 2	Day 3	Day 4	Day 5
52075	Coady J.	7/24/2002	208	26	11/14/2007					
50320	Ifferte K.	7/21/1999	208	26	11/15/2007	5/26	7/3	11/6		
51959	Castellanos F.	5/29/2002	208	26	5/11/2008					
51048	Licker R.	10/4/2000	208	26	6/8/2011					
50250	Brown-Jacobs N.	6/16/1999	208	26	6/8/2011					
52990	Downs T.	9/22/2004	208	26	6/8/2011					
50519	Piscitello S.	11/17/1999	208	26	11/7/2012	7/3	7/4	7/5	7/6	7/7
51524	Rampersad R.	7/11/2001	208	26	8/6/2014					
53652	Barnes M.	8/9/2006	208	26	1/7/2015					
29686	Pitka-Kreisler J.	6/16/1999	208	26	10/7/2015	4/9	5/14	6/18	12/28	12/29
54856	Congimi M.	5/28/2008	208	26	1/6/2016					
53033	Baldassarre J.	10/20/2004	208	26	8/5/2017					
52011	Thomas M.	6/26/2002	208	26	6/7/2018					
53299	Terito S.	1/25/2006	208	26	3/27/2019	7/2				
52076	Lambert M.	7/24/2002	208	26	4/17/2019					
51614	Howlett M.	9/5/2001	208	26	7/17/2019	6/26	6/27	6/28	6/29	6/30
53261	Dilone R.	11/30/2005	208	26	7/31/2019					
52144	Buddoo D.	9/18/2002	208	26	7/28/2021	7/16	7/17	7/18	7/21	7/22

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 Agent's Vacation Allotments

PERNM	NAME	HIREDATE	PROJ- VACGRANT	# OF DAYS	TCU AGENT Seniority	MUST HAVE 26 DAYS ENTITLEMENT				
						Day 1	Day 2	Day 3	Day 4	Day 5
53295	Supper C.	1/25/2006	208	26	7/28/2021					
51619	Cureton McMillian S.	9/5/2001	208	26	9/21/2021					
54604	Williams T.	3/5/2008	208	26	10/20/2021					
52147	Kattou C.	9/25/2002	208	26	11/3/2021					
29317	OConnor T.	8/25/1997	208	26	4/13/2022	7/17	7/18	7/19	7/20	8/25

**STATIONS DEPARTMENT
2023 CLERKS VACATION SCHEDULE BY WEEK**

WEEK 1 02-Jan-23	WEEK 2 09-Jan-23	WEEK 3 16-Jan-23	WEEK 4 23-Jan-23	WEEK 5 30-Jan-23	WEEK 6 06-Feb-23	WEEK 7 13-Feb-23	WEEK 8 20-Feb-23	WEEK 9 27-Feb-23	WEEK 10 06-Mar-23	WEEK 11 13-Mar-23																								
D BRIENZA (B)	T DESVARIEUX	I MITCHELL (A)	D MEJIA (A)	S YOUNG	W GAPONOFF	D HUTCHINSON	J LANG	D MCCLARY	L TRUIJILLO	W SINGH																								
M LAMAR (A)	M HUSSIEN	M HUSSIEN	R LIPTON (B)	P GUMBS	P GUMBS	D DEGALLO	T D'ANGELIS	S MASSEY	A PUZINO (A)	N RIVERA																								
		K CAMPBELL			J BOBADILLA	A JOHNSON (A)	M PIAZZA	M LONGO		J DEGRATTO																								
					D PROFFITT	T MORALES	J KATZ	A IMBRIANO		D. MOTTOLA																								
					S FRANCOIS	J NECCI	A WALLACE (A)	J CARTER (B)		D CHAPPELL																								
						C ZHU (B)	A SAVARESE (B)	Y PEREZ-BORRELL		F FARRELL																								
						D DELAGARDE	S MASSEY (B)			A CAPERS																								
							G ADAMO (A)			A GILMOUR																								
							C ELLIOTT			M JEFFERSON																								
WEEK 12 20-Mar-23	WEEK 13 27-Mar-23	WEEK 14 03-Apr-23	WEEK 15 10-Apr-23	WEEK 16 17-Apr-23	WEEK 17 24-Apr-23	WEEK 18 01-May-23	WEEK 19 08-May-23	WEEK 20 15-May-23	WEEK 21 22-May-23	WEEK 22 29-May-23																								
W SINGH	D DEGALLO	S TAYLOR	D MEJIA	C DAVIS (A)	T GARGIULO	D MCCLARY	F FARRELL	D CAMPBELL	C FARLEY (B)	T D'ANGELIS																								
N RIVERA	P TORREGROSA	D DOWNEY	D RICHARDSON	P GIULIANO	M WHALEN	N PRYOR	R REID	B ROONEY	O ROCHESTER (A)	M ALIVERTO																								
M LAMAR	M BARRETT-JAMES (B)	D GRAINE	B O'ROURKE	A GILMOUR	R CLARK	M GREEN	T MORALES (B)	W LOWE	J NECCI	J DEGRATTO																								
M LIPTON	S GILUIANO	D BRIENZA	M PIAZZA	J WELLS-JONES	J ROJAS		J BELIZARIO	M PIMENTEL	T LOGAN	T GARGIULO																								
D ALVARENGA	W AMORE	D HUTCHINSON	J KATZ	A KHALIL	Y MOLINA-CONTRERAS		J DAVIS	T LEVEROCK	M HARRIS (B)	D CHAPPELL																								
B BROWN (A)		J LIGORIO	A SAVARESE	H ANDERSON (A)			S ROSS	C SMITH	C SIZEMORE	T FUSARO																								
M KAYANTAS		W GAPONOFF	B MOISE (B)	J HART (B)			S BHAGWANT	R O'NEIL	P GUMBS	M LONGO (B)																								
E LOPEZ		J GINOCCHIO	K ASHMEADE-RAY	S WINFREY			N DOUGLAS	N FENTON	J MINIERI	J BAILEY																								
		L BATRES-TOC	I MITCHELL	J MAYERS			H DOWL		B SIMON	Y PEREZ-BORRELL																								
WEEK 23 05-Jun-23	WEEK 24 12-Jun-23	WEEK 25 19-Jun-23	WEEK 26 26-Jun-23	WEEK 27 03-Jul-23	WEEK 28 10-Jul-23	WEEK 29 17-Jul-23	WEEK 30 24-Jul-23	WEEK 31 31-Jul-23	WEEK 32 07-Aug-23	WEEK 33 14-Aug-23																								
C SNYDER	D MCCLARY	T D'AURIZIO (B)	J LIGORIO	S CAPOBIANCO	C SNYDER	J LANG	D MEJIA	T D'ANGELIS (A)	D. MOTTOLA	T D'AURIZIO																								
M SCOMA	C NOEL	D HUTCHINSON	P TORREGROSA	C FARLEY	F FARRELL	T SHEEHAN	C DAVIS	D DEGALLO	W GAPONOFF	M SCOMA																								
M LAMAR	R LIPTON	W GAPONOFF (A)	J URBAN	C SNYDER	A CAPERS	C DAVIS	J GINOCCHIO	D. MOTTOLA (B)	M BARRETT-JAMES	P GIULIANO																								
J GINOCCHIO (B)	W LOWE	L TRUIJILLO	M LIPTON (B)	T D'AURIZIO	D ALVARENGA	M SCOMA	A WALLACE	L TRUIJILLO (A)	A JOHNSON	R FORCER																								
J BOBADILLA	I MITCHELL	C NOEL	A SAVARESE	D GRAINE	J DAVIS (B)	R REID	T MORALES	J KATZ	B MOISE	R LIPTON																								
R STERLING	J ANDRE	S GILUIANO	A GILMOUR	D BRIENZA	C ELLIOTT (A)	C NOEL (B)	D CAMPBELL	A WALLACE	S YOUNG	T LOGAN																								
E SAXON	R WASSON	A KHALIL	A JOHNSON	M ALIVERTO	W AMORE	J GINOCCHIO	D MORAN (A)	L BATRES-TOC	J HART	K ASHMEADE-RAY																								
	E AYDELOTT	B BROWN	T FUSARO	T GARGIULO (B)	J CARTER	G ADAMO	H ANDERSON	A JOHNSON	S ROSS (A)	W LOWE (A)																								
	S ELLERBE	J ANDRE	A IMBRIANO	L TRUIJILLO	M KAYANTAS (B)	D MORAN	M KAYANTAS	C ZHU	P GUMBS (A)	M KAYANTAS																								
WEEK 34 21-Aug-23	WEEK 35 28-Aug-23	WEEK 36 04-Sep-23	WEEK 37 11-Sep-23	WEEK 38 18-Sep-23	WEEK 39 25-Sep-23	WEEK 40 02-Oct-23	WEEK 41 09-Oct-23	WEEK 42 16-Oct-23	WEEK 43 23-Oct-23	WEEK 44 30-Oct-23																								
M PIAZZA	C FARLEY	T SHEEHAN	S CAPOBIANCO	D DOWNEY	J LIGORIO	S TAYLOR	J LANG	J LANG	B O'ROURKE (A)	C VRAZEL																								
D CHAPPELL	D HUTCHINSON (A)	S CAPOBIANCO	W SINGH	C VRAZEL	C VRAZEL	M LAMAR	T SHEEHAN	D BRIENZA	W GAPONOFF	E ESTRADA																								
P GIULIANO	M PIAZZA	T D'AURIZIO	N RIVERA	E ESTRADA	P TORREGROSA	E ESTRADA	S CAPOBIANCO	O ROCHESTER	D CHAPPELL	R REID																								
M LIPTON	J URBAN	D GRAINE (B)	M SCOMA (A)	S MASSEY	L BATRES-TOC	T MORALES	T D'ANGELIS	D. MOTTOLA	S GILUIANO	J URBAN																								
S GILUIANO (A)	D ALVARENGA	D RICHARDSON	F FARRELL	M LONGO	M HARRIS	T LOGAN (B)	M ALIVERTO (A)	D MCCLARY (A)	A IMBRIANO	M BARRETT-JAMES																								
R FORCER	M HARRIS	M ALIVERTO	R REID (A)	D MORAN	T DESVARIEUX (A)	D CAMPBELL (A)	A CAPERS	D ALVARENGA (A)	W AMORE (A)	A WALLACE																								
G ADAMO	C SIZEMORE	N RIVERA	S MASSEY	J MINIERI	J BAILEY	C ZHU	J GINOCCHIO	A PUZINO	R LIPTON	T FUSARO																								
J NECCI	B ROONEY	J DEGRATTO	T FUSARO (A)	S AUGUST	C WHITE	T WOODS	M LIPTON	K ASHMEADE-RAY (A)	M PIMENTEL (A)	G ADAMO																								
A KHALIL	W AMORE	T GARGIULO	N PRYOR (B)			B DAWSON	L BATRES-TOC (B)	J BAILEY																										
WEEK 45 06-Nov-23	WEEK 46 13-Nov-23	WEEK 47 20-Nov-23	WEEK 48 27-Nov-23	WEEK 49 04-Dec-23	WEEK 50 11-Dec-23	WEEK 51 18-Dec-23	WEEK 52 25-Dec-23	<p align="center">2023 Holidays Provided by Agreement</p> <table> <tr> <td>New Year's Day</td> <td>January 1st</td> </tr> <tr> <td>Martin Luther King, Jr. Day</td> <td>January 16th</td> </tr> <tr> <td>Washington's Birthday</td> <td>February 20th</td> </tr> <tr> <td>Good Friday</td> <td>April 7th</td> </tr> <tr> <td>Memorial Day</td> <td>May 29th</td> </tr> <tr> <td>Independence Day</td> <td>July 4th</td> </tr> <tr> <td>Labor Day</td> <td>September 4th</td> </tr> <tr> <td>Columbus Day</td> <td>October 9th</td> </tr> <tr> <td>Election Day</td> <td>November 7th</td> </tr> <tr> <td>Thanksgiving Day</td> <td>November 23rd</td> </tr> <tr> <td>Day After Thanksgiving</td> <td>November 24th</td> </tr> <tr> <td>Christmas Day</td> <td>December 25th</td> </tr> </table>			New Year's Day	January 1st	Martin Luther King, Jr. Day	January 16th	Washington's Birthday	February 20th	Good Friday	April 7th	Memorial Day	May 29th	Independence Day	July 4th	Labor Day	September 4th	Columbus Day	October 9th	Election Day	November 7th	Thanksgiving Day	November 23rd	Day After Thanksgiving	November 24th	Christmas Day	December 25th
New Year's Day	January 1st																																	
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Christmas Day	December 25th																																	
J LIGORIO	O ROCHESTER	T SHEEHAN	E ESTRADA (A)	N RIVERA (A)	O ROCHESTER	S TAYLOR	J LANG (B)																											
C VRAZEL	CVRAZEL (A)	C SNYDER (B)	J URBAN (A)	O ROCHESTER	D CHAPPELL (A)	W SINGH (A)	T SHEEHAN (A)																											
E ESTRADA	J NECCI (A)	S TAYLOR (A)	R FORCER	J LIGORIO (A)	A CAPERS (A)	D MEJIA	S CAPOBIANCO (A)																											
C NOEL	J BELIZARIO (A)	D DOWNEY	C SIZEMORE (A)	K CARTER (A)	J KATZ (A)	D DEGALLO (A)	C FARLEY																											
M BARRETT-JAMES	J BAILEY (A)	D GRAINE	N PRYOR	J DAVIS	C NOEL	J DEGRATTO (A)	D MEJIA																											
A GILMOUR (A)	S BARRETT	D RICHARDSON	S YOUNG (A)	B ROONEY (A)	A SAVARESE	C DAVIS	D DOWNEY (A)																											
B MOISE		D BRIENZA	R WASSON	J CARTER	S GILUIANO	P GIULIANO (A)	D RICHARDSON (A)																											
L MARSHALL		B O'ROURKE	E AYDELOTT	M JEFFERSON (A)	R FORCER	P TORREGROSA	B O'ROURKE																											
		C DAVIS	P HASSAN	J BOBADILLA (B)	M HARRIS	F FARRELL (A)	M PIAZZA (B)																											

NOTE - 9 OFF PER WEEK MAXIMUM.



2023 Clerks Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
25235	Lang, John P	5/29/1985	208	26	5/23/1988	8	29	41	42	52B
27225	Sheehan, Timothy R	11/28/1988	208	26	11/28/1988	29	36	41	47	52A
27324	Capobianco, Steven M	3/27/1989	208	26	3/27/1989	27	36	37	41	52A
27699	Farley, Christie A	3/26/1990	208	26	3/26/1990	21B	27	35	52	
27856	Snyder, Charles T	1/9/1991	208	26	1/9/1991	23	27	28	47B	
28074	Taylor, Stacy V	8/25/1993	208	26	8/25/1993	14	40	47A	51	
28796	Singh, Wendell	8/7/1996	208	26	2/7/1996	11	12	37	51A	
28810	Mejia, David	8/14/1996	208	26	8/14/1996	4A	15	30	51	52
29031	Downey, Deborah D	3/12/1997	208	26	3/12/1997	14	38	47	52A	
29345	Daurizio, Thomas L	9/24/1997	208	26	9/24/1997	25B	27	33	36	
29347	Graine, Dean M	9/24/1997	208	26	9/24/1997	14	27	36B	47	
28849	Richardson, Diane	9/25/1996	208	26	3/16/1998	15	36	47	52A	
29577	Brienza, Danielle M	4/6/1998	208	26	4/6/1998	1B	14	27	42	47
29553	D'Angelis, Thomas J	4/6/1998	208	26	4/6/1998	8	22	31A	41	
29612	O'Rourke, Brian T	5/18/1998	208	26	5/18/1998	15	43A	47	52	
29700	Hutchinson, Dorethia	7/8/1998	208	26	7/8/1998	7	14	25	35A	
29698	Piazza, Michele J	7/8/1998	208	26	7/8/1998	8	15	34	35	52B
29768	Aliverto, Michael A	8/26/1998	208	26	8/26/1998	22	27	36	41A	
29858	Degallo, David V	11/18/1998	208	26	11/18/1998	7	13	31	51A	
50047	Rivera, Norberto P	3/17/1999	208	26	3/17/1999	11	12	36	37	49A
50214	Degratto, John E	6/2/1999	208	26	6/2/1999	11	22	36	52A	
50302	Davis, Charles A	7/7/1999	208	26	7/7/1999	16A	29	30	47	51
50305	Rochester, Orlando A	7/7/1999	208	26	7/7/1999	21A	42	46	49	50
50518	Mottola, Domenic J	11/17/1999	208	26	11/17/1999	11	31B	32	42	
50674	Ligorio, John	4/05/2000	208	26	4/5/2000	14	26	39	45	49A
50676	Gaponoff, William J	4/5/2000	208	26	4/5/2000	6	14	25A	32	43
50717	Gargiulo, Thomas P	4/24/2000	208	26	4/24/2000	17	22	27B	36	
51051	Scoma, Michael P	10/18/2000	208	26	10/18/2000	23	29	33	37A	
51164	Lamar, Michelle E	12/6/2000	208	26	12/6/2000	1A	12	23	40	
50053	Chappell, Dewanna M	3/17/1999	208	26	2/21/2001	11	22	34	43	50A



2023 Clerks Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
51408	Giuliano, Peter J	5/9/2001	208	26	5/9/2001	16	33	34	51A	
51523	Vrazel, Charles S	7/11/2001	208	26	7/11/2001	38	39	44	45	46A
51543	Torregrosa, Paulina C	7/25/2001	208	26	7/25/2001	13A	26	39	51	
51954	Estrada, Etelvina	5/29/2002	208	26	5/29/2002	38	40	44	45	48A
52009	Farrell, Francis X	6/26/2002	208	26	6/26/2002	11	19	28	37	51A
52108	McClary, Daniel J	8/14/2002	208	26	8/28/2002	9	18	24	42A	
52123	Capers, Amanda	8/28/2002	208	26	8/28/2002	11	28	41	50A	
52141	Reid, Rochelle E	9/18/2002	208	26	9/18/2002	19	29	37A	44	
52524	Trujillo, Lenny	8/27/2003	208	26	8/27/2003	10	25	27	31A	
52635	Katz, Jennifer M	1/8/2004	208	26	3/2/2004	8	15	31	50A	
52826	Urban, James M	5/12/2004	208	26	5/12/2004	26	35	44	48A	
52906	Noel, Christopher A	6/16/2004	208	26	6/16/2004	24	25	29B	45	50
52905	Barrett-James, Maxine A	6/16/2004	208	26	6/16/2004	13B	32	44	45	
52972	Ginocchio, John S	7/28/2004	208	26	7/28/2004	14	23B	29	30	41
53146	Lipton, Michael S	8/10/2005	208	26	8/10/2005	12	26B	34	41	
53436	Wallace, Andrew G	3/29/2006	208	26	3/29/2006	8A	30	31	44	
53616	Savarese, Anthony P	6/28/2006	208	26	6/28/2006	8B	15	26	50	
53650	Johnson, Alvin C	8/9/2006	208	26	8/9/2006	7A	26	31	32	
53734	Gilmour, Ann M	9/6/2006	208	26	9/6/2006	11	16	26	45A	
53837	Massey, Sunita	10/25/2006	208	26	10/25/2006	8B	9	37	38	
53859	Batres Toc, Lubia S	11/29/2006	208	26	11/29/2006	14	31	39	41B	
54096	Fusaro, Thomas J	5/16/2007	208	26	5/16/2007	22	26	37A	44	
52793	Giuliano, Salvatore J	4/28/2004	208	26	9/12/2007	13	25	34A	43	50
54855	Morales, Timothy	5/28/2008	208	26	5/28/2008	7	19B	30	40	
54986	Forcer, Rhonda M	8/27/2008	168	21	8/27/2008	33	34	48	50A	
55466	Alvarenga, Dalia	1/4/2012	168	21	1/4/2012	12	28	35	42A	
55464	Longo, Matthew C	1/4/2012	128	16	1/4/2012	9	22 B	38		
55777	Lipton, Robert L	11/28/2012	168	21	11/28/2012	4B	24	33	43	
55849	Adamo, Graig J	2/20/2013	168	21	2/20/2013	8A	29	34	44	
57562	Carter, Jasmine	5/16/2018	128	16	10/23/2013	9B	28	49		



2023 Clerks Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
53157	Necci, Janine L	8/24/2005	208	26	11/4/2013	7	21	34	46A	
55959	Logan, Tiffany C	11/20/2013	128	16	11/20/2013	21	33	40B		
55164	Harris, MacArthur	3/25/2009	168	21	1/1/2014	21B	35	39	50	
56569	Davis, Jasmine S	4/30/2014	128	16	4/30/2014	19	28B	49		
56613	Sizemore, Christopher B	5/14/2014		16	5/14/2014	21	35	48A		
56812	Moise, Briana J	11/12/2014	128	16	11/12/2014	15B	32	45		
56930	Pryor, Natalie	2/4/2015	128	16	2/4/2015	18	37B	48		
57198	Belizario, Joshua	6/17/2015	88	11	6/17/2015	19	46A			
57241	Campbell, Dwana C	7/8/2015	128	16	7/8/2015	20	30	40A		
57352	Wells-Jones, Jasmine	11/4/2015	16	2	11/4/2015	16 (2 days)				
57435	Carter, Kim	2/3/2016	48	6	2/3/2016	49 (6 days)				
57516	Imbriano, Anthony	4/13/2016	128	16	4/13/2016	9	26	43A		
57729	Khalil, Asad	9/7/2016	128	16	9/7/2016	16	25	34A		
57808	Elliott, Cindy	11/16/2016	88	11	11/16/2016	8	28A			
57560	Rooney, Brian	11/16/2016	128	16	11/16/2016	20	35	49A		
57102	Young, Stariasia N	4/19/2017	128	16	4/19/2017	5	32	48A		
55877	Amore, Wayne M	3/13/2013	168	21	7/19/2017	13	28	35	43A	
57098	Zhu, Chao Wen	9/20/2017	128	16	9/20/2017	7B	31	40		
57129	Moran, Donovan P	12/20/2017	128	16	12/20/2017	29	30A	38		
58753	Lowe, Winslow	6/27/2018	128	16	5/16/2018	20	24	33A		
58093	Ashmeade-Ray, Kaydian K	5/30/2018	128	16	5/30/2018	15	33	42A		
58755	Mitchell, Ian	6/27/2018	128	16	6/27/2018	3A	15	24		
57119	Puzino, Anthony	8/23/2018	88	11	8/23/2018	10A	42			
58888	Anderson, Hopeton V	9/12/2018	88	11	9/12/2018	16A	30			
58903	Jefferson, Messiah	9/12/2018	88	11	9/12/2018	11	49A			
59026	Pimentel, Marcos	3/20/2019	88	11	3/20/2019	20	43A			
58632	Desvarieux, Tamara	8/21/2019	88	11	8/21/2019	2	39A			
58628	Hart, Joann	10/2/2019	88	11	10/2/2019	16B	32			
59219	Brown, Barry	1/15/2020	88	11	1/15/2020	12A	25			
59218	Ross, Sherae	1/15/2020	88	11	1/15/2020	19	32A			



2023 Clerks Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59215	Green, Michal	1/15/2020	16	2	1/15/2020	18 (2 days)				
51715	Gumbs, Patrick T	11/28/2001	208	26	3/11/2020	5	6	21	32A	
55986	Kayantas, Mark	5/29/2013	168	21	2/9/2022	12	28B	30	33	
59604	Andre, Jannie a	2/09/2022	80	10	2/9/2022	24	25			
54551	Bailey, Jeneil H	2/27/2008	208	26	2/9/2022	22	39	43	46A	
59600	Minieri, James	2/09/2022	80	10	2/9/2022	21	38			
59613	Hussien, Mohamed	2/09/2022	80	10	2/9/2022	2	3			
59605	Wasson, Ryan	2/09/2022	80	10	2/9/2022	24	48			
59610	Leverock, Thomas	2/09/2022	32	4	2/9/2022	20 (4 days)				
59609	Perez- Borrell, Yesenia	2/09/2022	80	10	2/9/2022	9	22			
58254	Bobadilla, Jose J	8/16/2017	128	16	2/9/2022	6	23	49B		
59601	Aydelott, Elan	2/09/2022	80	10	2/9/2022	24	48			
59766	White, Chauntee	4/20/2022	64	8	4/20/2022	39 (8 days)				
59767	Whalen, Mark	4/20/2022	64	8	4/20/2022	17 (8 days)				
59786	Barrett, Sean A	4/20/2022	64	8	4/20/2022	46 (8 days)				
59801	Clark, Ryan	4/20/2022	64	8	4/20/2022	17 (8 days)				
59797	Woods, Tiara S	4/20/2022	24	3	4/20/2022	40 (3 days)				
59754	Bhagwant, Sanjay	4/20/2022	64	8	4/20/2022	19 (8 days)				
59796	Simon, Brianna	4/20/2022	64	8	4/20/2022	21 (8 days)				
59837	August, Shondell L	5/11/2022	64	8	5/11/2022	38 (8 days)				
59831	Hassan, Pavel	5/11/2022	64	8	5/11/2022	48 (8 days)				
59841	Douglas, Nelwin	5/11/2022	64	8	5/11/2022	19 (8 days)				
59828	Ellerbe, Sharne Q	5/11/2022	64	8	5/11/2022	24 (8 days)				
59843	Rojas, Jackelyne	5/11/2022	64	8	5/11/2022	17 (8 days)				
59926	Dowl, Heather	6/8/2022	56	7	6/8/2022	19 (7 days)				
59939	Winfrey, Shante A	6/8/2022	56	7	6/8/2022	16 (7 days)				
59931	Smith, Denise	6/8/2022	56	7	6/8/2022	20 (7 days)				
59935	O'Neil, Ryan	6/8/2022	56	7	6/8/2022	20 (7 days)				
59934	Molina Contreras, Yeemy	6/8/2022	56	7	6/8/2022	17 (7 days)				
59944	Campbell, Kahla	6/8/2022	56	7	6/8/2022	3 (7 days)				



2023 Clerks Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

							ADD THE A OR B DAY TO A WEEK				
PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	Week 1	Week 2	Week 3	Week 4	Week 5	
59976	Lopez, Edison	7/13/2022	40	5	7/13/2022	12 (5 days)					
59989	Mayers, Joirie	7/13/2022	40	5	7/13/2022	16 (5 days)					
59971	Proffitt, David A	7/13/2022	40	5	7/13/2022	6 (5 days)					
59991	Marshall, Laniece	7/13/2022	40	5	7/13/2022	45 (5 days)					
59998	Dawson, Bianca	7/13/2022	40	5	7/13/2022	40 (5 days)					
59973	Francois, Sherryl	7/13/2022	40	5	7/13/2022	6 (5 days)					
59996	Delagarde, Destinie J	7/13/2022	40	5	7/13/2022	7 (5 days)					
60121	Sterling, Racquel	9/7/2022	32	4	9/7/2022	23 (4 days)					
60119	Fenton, Nicholas	9/7/2022	32	4	9/7/2022	20 (4 days)					
60120	Saxon, Ebony T	9/7/2022	32	4	9/7/2022	23 (4 days)					

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 Clerks Vacation Allotments

						MUST HAVE 26 DAYS ENTITLEMENT				
PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	Day 1	Day 2	Day 3	Day 4	Day 5
27699	Farley, Christie A	3/26/1990	208	26	3/26/1990					
27856	Snyder, Charles T	1/9/1991	208	26	1/9/1991					
28074	Taylor, Stacy V	8/25/1993	208	26	8/25/1993					
28796	Singh, Wendell	8/7/1996	208	26	2/7/1996					
29031	Downey, Deborah D	3/12/1997	208	26	3/12/1997					
29345	Daurizio, Thomas L	9/24/1997	208	26	9/24/1997					
29347	Graine, Dean M	9/24/1997	208	26	9/24/1997	12/18	12/19	12/20	12/21	12/22
28849	Richardson, Diane	9/25/1996	208	26	3/16/1998					
29553	D'Angelis, Thomas J	4/6/1998	208	26	4/6/1998					
29612	O'Rourke, Brian T	5/18/1998	208	26	5/18/1998					
29700	Hutchinson, Dorethia	7/8/1998	208	26	7/8/1998					
29768	Aliverto, Michael A	8/26/1998	208	26	8/26/1998					
29858	Degallo, David V	11/18/1998	208	26	11/18/1998					
50214	Degratto, John E	6/2/1999	208	26	6/2/1999					
50518	Mottola, Domenic J	11/17/1999	208	26	11/17/1999					
50717	Gargiulo, Thomas P	4/24/2000	208	26	4/24/2000					
51051	Scoma, Michael P	10/18/2000	208	26	10/18/2000					
51164	Lamar, Michelle E	12/6/2000	208	26	12/6/2000					
51408	Giuliano, Peter J	5/9/2001	208	26	5/9/2001					
51543	Torregrosa, Paulina C	7/25/2001	208	26	7/25/2001					
52108	McClary, Daniel J	8/14/2002	208	26	8/28/2002	6/30	7/28	8/25	9/29	10/27
52123	Capers, Amanda	8/28/2002	208	26	8/28/2002					
52141	Reid, Rochelle E	9/18/2002	208	26	9/18/2002					
52524	Trujillo, Lenny	8/27/2003	208	26	8/27/2003					

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 Clerks Vacation Allotments

						MUST HAVE 26 DAYS ENTITLEMENT				
PERNM	NAME	HIREDATE	PROJ- VACGRANT	# OF DAYS	TCU Seniority Date	Day 1	Day 2	Day 3	Day 4	Day 5
52635	Katz, Jennifer M	1/8/2004	208	26	3/2/2004	10/31	11/22	11/23		
52826	Urban, James M	5/12/2004	208	26	5/12/2004					
52905	Barrett-James, Maxine A	6/16/2004	208	26	6/16/2004					
53146	Lipton, Michael S	8/10/2005	208	26	8/10/2005					
53436	Wallace, Andrew G	3/29/2006	208	26	3/29/2006	9/27				
53504	Turner, Henrietta M	5/10/2006	208	26	5/10/2006					
53616	Savarese, Anthony P	6/28/2006	208	26	6/28/2006					
53650	Johnson, Alvin C	8/9/2006	208	26	8/9/2006					
53734	Gilmour, Ann M	9/6/2006	208	26	9/6/2006					
53837	Massey, Sunita	10/25/2006	208	26	10/25/2006	4/5				
53859	Batres Toc, Lubia S	11/29/2006	208	26	11/29/2006	3/24	3/25	3/26	5/6	9/15
54096	Fusaro, Thomas J	5/16/2007	208	26	5/16/2007					
54855	Morales, Timothy	5/28/2008	208	26	5/28/2008					

**STATIONS DEPARTMENT
2023 SAMS VACATION SCHEDULE BY WEEK**

WEEK 1 02-Jan-23	WEEK 2 09-Jan-23	WEEK 3 16-Jan-23	WEEK 4 23-Jan-23	WEEK 5 30-Jan-23	WEEK 6 06-Feb-23	WEEK 7 13-Feb-23	WEEK 8 20-Feb-23	WEEK 9 27-Feb-23	WEEK 10 06-Mar-23	WEEK 11 13-Mar-23
Chris Senkus	Steven Deck	Donald Caffey	Adam Farkas(A)	Uchendu Nwoko(A)	Patricia Burgher(B)	Charles Eamigh	Roberto Martinez	Bridget Diercks	Donald Caffey	Steven Deck
Richard DiCintio	Christopher Keller	Adam Farkas	Frank Cazzetta(A)	Robert Pirrone	Dexter Hookes	Mark Spears	Marc Kravitz	Laurence Kushel	Paul Grant	Deona Mason
Anthony Teresky (A)		Anthony Teresky	Richard Douyon	Darrell Agugliaro(A)	Bernadette Martyn	Timothy Morrow	Bridget Diercks	Mathew Dienstag	Lynn Rielly	Tabitha Visser
Michael Nolet-5 days			Bernadette Martyn (A)	Justin McCann	Robert Bush(B)	Mike Amarone (B)	Christopher T. Doyle	Raven Butler-5 days	Patricia Caleca	Jennifer Ciappa (B)
Dennis Hammond-8 days					Janice Estrada 7 days	Jason Bux (B)	Charles Eamigh	Tyler Jenkins	Dominick Peluso	Giuseppe Monda(B)
Kailyn Mattera 7 days						Robert Bush	Lauren Farina		Jamel Johnson (B)	K'Sean Reid
						John Brown	Richard Roche		Robert Luciano	Mathew Saninario
						Nicholas Giacobelli	Angela Sims		Savannah Fleming (4 days)	Kimberly Ventiere(B)
						Sotty Morris-5 days	Adam Volpe		Michael Cirisano	Andrea Iacono(B)
						Ana Ruiz-8 days	Leslie Britton			Jessica Rocha
						Jennifer Urban-7 days	Joseph Marinazzo			Rory Brosnan
							Robert Farrell(B)			
WEEK 12 20-Mar-23	WEEK 13 27-Mar-23	WEEK 14 03-Apr-23	WEEK 15 10-Apr-23	WEEK 16 17-Apr-23	WEEK 17 24-Apr-23	WEEK 18 01-May-23	WEEK 19 08-May-23	WEEK 20 15-May-23	WEEK 21 22-May-23	WEEK 22 29-May-23
Walter Haase(B)	Andrew Busweiler(A)	Alexandra Joseph (B)	Christopher T. Doyle	Derick Gonzales(A)	Phillip Rosswick	John Keefe	Robert Pirrone	Roberto Martinez	Dwayne Campbell(A)	Adam Farkas
Richard Douyon	Cyndi Van Heest-Bisono	Todd Christ	Alvin Ashton	Massimiliano Luongo	Uchendu Nwoko	James Jean	John Bleck	Christopher Croake	Mike Novotny	Paul Leary
Thomas Portesy	Dean Knox(A)	Alvin Ashton	Uchendu Nwoko	Craig Lignelli	Thomas Thorsen(A)	Andy Newton(B)	Mathew James	Mike Alleyne	Andrea Cintron	Christopher Renner
Alfred Bukofsky(A)	Robert Godfrey(B)	Leslie Britton	Omar Lopez Navarrete	Gina Parrish (B)	Austin Carino	Daniel Patterson(B)	Andrew Busweiler	Brendalesse Medina	Larry Clark(B)	Valentine Buchalski
Christopher Montanaro(B)	Sean Van Dyne	Suresh Jainarine	Elizabeth Freeman	Elena Englehardt (B)	Elena Englehardt	Christopher Adamo-8 days	Dean Powell (B)	Jason Bux	Devin Gardner(B)	Mark Spears
Dean Knox	Christopher Staats-8 days	Nicholas Russo	Suresh Jainarine	Nigel Keitt	John Brown	Sean Connors 7 days	Paul Giacomino(B)	Christine Shy	Kevin Costello	John Kiss
Matthew Santamaria	Joshua Patterson-8 days	Nefertari Callender	Andrea Thompson	Mathew Saninario	Janelle Bailey (5 days)	Joseph Stanganelli-7 days	Ana Frias	Jamal Faulker-5 days	Alfred Cabow-8 days	Ronnie Rango
	Khabira Wade	Timothy Morrow(A)	Dexter Hookes	Jean Longchamp	Mohammed Zahrieh	Ryan Meuschke-7 days	Kristin Szuflada (A)	Sotty Morris-4 days	Leim Everdeen-8 days	Desiree Cognata
		Michael Rielly	Ravi Singh	Jaun Kelly	Bradley Balogh - 7 days	Connor Shaughnessy - 7 days	Ricardo Brown-5 days	Michael Nolet-4 days	Stephen Giurco-8 days	Brian Bates(A)
		Miles Richardson (B)	Angela Kerr-Smith(A)	Daniel Moylan-8 days	Michelle Jurlina	Dexter Picart	Eric Teccidor-8 days	James Lawes-8 days	Jillian Lewis-8 days	Brian Jones(B)
		Mathew Kuehnlz (A)	Moe Scott	Jeffery Cedeno	Laron McCravey	Thomas Cavallo	Mathew Greer-8 days	Jamie Hankerson-8 days	Harry Stange-8 days	Sean Van Dyne
		Brian Bates	Salvatore Miscioscia	Savion Morris	Katherine Ruddy	Ileana Berrios	Anthony Baum(b)	Lester Campbell-8 days	Jahceari Cumberland	Louis Montanaro -7 days
WEEK 23 05-Jun-23	WEEK 24 12-Jun-23	WEEK 25 19-Jun-23	WEEK 26 26-Jun-23	WEEK 27 03-Jul-23	WEEK 28 10-Jul-23	WEEK 29 17-Jul-23	WEEK 30 24-Jul-23	WEEK 31 31-Jul-23	WEEK 32 07-Aug-23	WEEK 33 14-Aug-23
Lynn Rielly(A)	Paul Grant	Marc Kravitz	Todd Christ	Christopher Croake	Carmel Page	Alexandra Joseph	George Hyde	George Hyde	Roberto Martinez (A)	Carmel Page
Patricia Burgher	Joseph Marinazzo	Charles Eamigh	Lauren Farina(A)	Paul Leary	Marc Kravitz	Vincent Scuderi	Dean Czerniawski	Paul Leary	Dean Czerniawski	Alexandra Joseph
Mark Spears	Thomas Portesy	Phillip Rosswick	Angela Sims	Christopher Renner	Robert Morch(B)	Robert Morch	Gilbert Bigio(A)	Gilbert Bigio	Alvin Ashton(A)	Valentine Buchalski
Antonio Cognato	Joseph Urrego	Patricia Caleca	Ronnie Rango	Bridget Diercks	Brian Beck	Leslie Britton	Charles Eamigh	Robert Morch	Nick Diaz	Nick Diaz
Laurence Kushel	Daniel Patterson	Frank Cazzetta	John Nunez	Dean Czerniawski	Dawn Ciano	Suresh Jainarine	Robert Morch	George Grasso	Elizabeth Freeman	Dawn Ciano
Jonathan Larkin(B)	Rosario Evola	Judy Vancol	Angela Kerr-Smith	Christopher T. Doyle	Katie Getavesky	Brian Beck	George Grasso	Alvin Ashton	Patricia Burgher	Andrea Thompson
Tyler Krusef(B)	Michael Sgambati(B)	Robert Farrell	Jonathan Larkin	George Grasso	Ravi Singh(A)	Phillip Rosswick	Richard Roche	Joseph Marinazzo(A)	Joseph Morton	Joseph Morton
Christopher Montanaro	Thomas Messina	Chris Senkus(A)	Peter Rivera(B)	Omar Lopez Navarrete(A)	Andrea Cintron(A)	Nicholas Russo	Robert Pirrone	Mike Alleyne	Derick Gonzales	Salvatore Miscioscia(A)
Anthony Grant	Carizma Pinney(B)	Isaac Rodriguez	Claudio Gil	John Kiss	Jonathan Bossone	Deona Mason(A)	Dwayne Campbell	Robert Pirrone(A)	Ronnie Rango	Richard DiCintio(B)
Thomas Messina (B)	Nigel Keitt(A)	Gina Parrish	Shawndell Bess	Dawn Ciano	Joseph Morton (B)	Daniel Blumenauer	John Dunn	Adam Volpe	Thomas Portesy	Derrick Fluit
Ciara Sougstad	Kristin Szuflada (B)	Giuseppe Monda	Jamel Johnson	Walter Haase	Richard Santaella	Tabitha Visser	Brian Beck	John Dunn	Jonathan Larkin	Shawndell Bess
Andrew Lewis	Mathew Kuehnlz	Kris Citarella (B)	Michael Leone (B)	Ravi Singh	Bryan Seslow	James Cogdell(A)	Frank Cazzetta	Derick Gonzales	Joseph Urrego	Austin Carino(B)
WEEK 34 21-Aug-23	WEEK 35 28-Aug-23	WEEK 36 04-Sep-23	WEEK 37 11-Sep-23	WEEK 38 18-Sep-23	WEEK 39 25-Sep-23	WEEK 40 02-Oct-23	WEEK 41 09-Oct-23	WEEK 42 16-Oct-23	WEEK 43 23-Oct-23	WEEK 44 30-Oct-23
Christopher T. Doyle(A)	Todd Christ(A)	Carmel Page	German Mahecha	German Mahecha(A)	Omar Lopez Navarrete	Paul Leary	Carmel Page (B)	Charles Eamigh(A)	German Mahecha	Guy Wolynski
George Grasso	Vincent Scuderi(A)	Donald Caffey	Lynn Rielly	Angela Sims(B)	Katie Getavesky(B)	Steven Deck(A)	Christopher Renner(A)	German Mahecha	Richard Roche	Phillip Rosswick(A)
Lauren Farina	George Grasso(A)	Adam Farkas	Thomas Thorsen	Omar Lopez Navarrete	Bryan Seslow(A)	Isaac Rodriguez	Paul Grant	John Bleck	Adam Volpe	Elizabeth Freeman
Nick Diaz	Nick Diaz(A)	Christopher Croake	Claudio Gil(A)	Thomas Thorsen	Kimberly Ventiere	Desiree Cognata(A)	Gilbert Bigio	Laurence Kushel(A)	Antonio Cognato	Katie Getavesky
John Dunn	John Dunn(A)	Christopher Renner	Michael Leone	Antonio Cognato	Michael Watkis	Tyler Kruse	Suresh Jainarine(A)	Mathew James(A)	John Keefe(A)	Daniel Blumenauer
Mike Novotny(A)	Ronnie Rango(A)	Uchendu Nwoko	K'Sean Reid (B)	Patricia Caleca(A)	Dominic DaSilva	Mathew Dienstag(A)	Dwayne Campbell	Craig Lignelli(A)	Judy Vancol(A)	Richard Santaella(A)
Robert Farrell	Daniel Blumenauer(B)	Thomas Thorsen	Devin Gardner	John Bleck	Jamal Faulker-4 days	Mike Amarone	Walter Haase	Dean Powell	Andrea Cintron	Andy Newton
Alfred Bukofsky	James Jean	Mark Spears	Jessica Rocha	Moe Scott	Davina Browne-7 days	Christine Shy(A)	Isaac Rodriguez	Carizma Pinney	Tabitha Visser(A)	Michael Sgambati
James Cogdell	Joseph Urrego(A)	John Kiss	Russel Harris-8 days	Michael Rielly(A)	Yesenia Burgos	Dominic DaSilva	Cyndi Van Heest-Bisono(B)	Mathew Saninario(B)	Donna Charles	Kevin Costello
Brendalesse Medina(B)	Donna Charles (B)	Dexter Hookes	Kenny Cole-8 days	Derrick Fluit(A)	Marcus Hollins	Jaun Kelly(B)	Dominick Peluso(A)	Andrew Lewis(A)	Paul Giacomino	Robert Luciano
Rosario Evola(A)	Jennifer Ciappa	Massimiliano Luongo	Mark Portesy-8 days	Darrell Agugliaro		Jahceari Cumberland	Ciara Sougstad(B)	Andrea Iacono	Anthony Baum	Raven Butler-4 days
Kris Citarella	Larry Clark	Robert Godfrey	Miles Richardson	Miles Richardson		Brian Jones	Elizabeth Callaghan(B)	Jean Longchamp	Janelle Bailey (4 days)	Gian Leon-8 days
WEEK 45 06-Nov-23	WEEK 46 13-Nov-23	WEEK 47 20-Nov-23	WEEK 48 27-Nov-23	WEEK 49 04-Dec-23	WEEK 50 11-Dec-23	WEEK 51 18-Dec-23	WEEK 52 25-Dec-23	2023 Holidays Provided by Agreement		
Guy Wolynski	George Hyde	Adam Farkas	Gilbert Bigio	Guy Wolynski(B)	Valentine Buchalski(A)	George Hyde	Lutgardo Toledo	New Year's Day	January 1st	
David DeWitt-8 days	Roberto Martinez	Lutgardo Toledo	Guy Wolynski	Valentine Buchalski	Lynn Rielly	Donald Caffey (B)	Marc Kravitz	Martin Luther King, Jr. Day	January 16th	
Richard Douyon(A)	Lutgardo Toledo	Marc Kravitz	Phillip Rosswick	Elizabeth Freeman(A)	Judy Vancol	Alexandra Joseph	Todd Christ	Washington's Birthday	February 20th	
Chris Senkus	Mike Alleyne	Paul Grant	Joseph Marinazzo	Patricia Caleca	Moe Scott	Lutgardo Toledo	Dean Czerniawski	Good Friday	April 7th	
Anthony Grant(A)	Robert Pirrone	Bridget Diercks	John Kiss	Christopher P. Doyle-5 days	James Jean	Christopher Croake(A)	Vincent Scuderi	Memorial Day	May 29th	
Ricardo Brown-4 days	Andrea Thompson	Vincent Scuderi	Derick Gonzales		Michael Watkis	Gilbert Bigio	Lauren Farina	Independence Day	July 4th	
Romaro Mattis	John Nunez	Uchendu Nwoko	Nicholas Russo(B)	Christopher P. Doyle-4 days	German Mahecha	Mike Alleyne(A)		Labor Day	September 4th	
	Nicholas Giacobelli	Leslie Britton(A)	Mike Novotny	Michael Scott-8 days	Alvin Ashton	Angela Sims		Columbus Day	October 9th	
	Rory Brosnan	Mark Spears	Angela Kerr-Smith(A)	Seon Norton-Jerrick-7 dyas	Richard Roche	Dwayne Campbell		Election Day	November 7th	
	Jaun Kelly	Suresh Jainarine	Jonathan Bossone(A)		Adam Volpe	Dawn Ciano(A)		Thanksgiving Day	November 23rd	
	Justin Padgett	Antonio Cognato	Pete Rivera		Patricia Burgher	John Nunez		Day After Thanksgiving	November 24th	
		Brian Beck	Elizabeth Callaghan		Antonio Cognato(A)	Deona Mason		Christmas Day	December 25th	

NOTE - 12 OFF PER WEEK MAXIMUM.

2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
27821	Hyde, George V	9/26/1990	208	26	9/26/1990	30A	31	46	51	
28304	Page, Carmel	11/14/1994	208	26	11/14/1994	28	33	36	41B	
29033	Caffey, Donald J	3/12/1997	208	26	3/12/1997	3	10	32A	46	
29042	Martinez, Roberto F	3/19/1997	208	26	3/19/1997	8	20	32A	46	
29202	Farkas, Adam M	6/18/1997	208	26	6/18/1997	3	4A	22	36	47
29428	Joseph, Alexandra J	1/12/1998	208	26	1/12/1998	14B	29	33	51	
50085	Toledo, Lutgardo T	4/7/1999	208	26	4/7/1999	46A	47	51	52	
50084	Croake, Christopher M	4/7/1999	208	26	4/7/1999	20	27	36	51A	
50313	Kravitz, Marc F	7/7/1999	208	26	7/7/1999	8A	25	28	47	52
50375	Christ, Todd E	8/11/1999	208	26	8/11/1999	14	26	35A	52	
50498	Leary, Paul G	10/20/1999	208	26	10/20/1999	27A	31	22	40	
50730	Renner, Christopher G	4/24/2000	208	26	4/24/2000	22	27	36	41A	
50715	Grant, Paul A	4/24/2000	208	26	4/24/2000	10A	24	41	47	
50373	Diercks, Bridget C	8/11/1999	208	26	8/11/2000	8A	9	27	47	
51391	Czerniawski, Dean F	4/25/2001	208	26	4/25/2001	27	30	32	52B	
51617	Bigio, Gilbert O	9/5/2001	208	26	9/5/2001	30A	31	41	48	51
51807	Scuderi, Vincent F	2/13/2002	208	26	2/13/2002	29	35A	47	52	
51831	Doyle, Christopher T	2/27/2002	208	26	2/27/2002	8	15	27	34A	
51889	Eamigh, Charles G	3/27/2002	208	26	3/27/2002	25	7	8	30	42A
51921	Morch, Robert A	4/24/2002	208	26	4/24/2002	28B	29	30	31	
51924	Grasso, George E	4/24/2002	208	26	4/24/2002	27	30	31	34	35A

2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
51958	Wolynski, Guy T	5/29/2002	208	26	5/29/2002	44	45	48	49B	
52059	Mahecha, German A	7/10/2002	208	26	7/10/2002	51	37	38A	42	43
52140	Ashton, Alvin J	9/18/2002	208	26	9/18/2002	14	15	31	32A	51
52145	Farina, Lauren S	9/18/2002	208	26	9/18/2002	8	26A	34	52	
52521	Rocke, Richard P	8/27/2003	208	26	8/27/2003	8B	31	43	51	
52564	Buchalski, Valentine J	9/24/2003	208	26	9/24/2003	22	33	49	50A	
52881	Diaz, Nick	5/26/2004	208	26	5/26/2004	32	33	34	35A	
52932	Reilly, Lynn M	7/14/2004	208	26	7/14/2004	10	23	37	50B	
52969	Alleyne, Michael A	7/28/2004	208	26	7/28/2004	20	31	46	52A	
53129	Sims, Angela D	6/29/2005	208	26	6/29/2005	8	26	38B	52	
53128	Rosswick, Phillip J	7/6/2005	208	26	7/6/2005	17	25	30	44A	48
53147	Nwoko, Uchendu U	8/10/2005	208	26	8/10/2005	5A	15	36	47	17
53155	Lopez Navarrete, Omar J	8/24/2005	208	26	8/24/2005	15	27A	38	39	
53232	Pirrone, Robert	11/2/2005	208	26	11/2/2005	5	19	30	31A	46
53296	Thorsen, Thomas W	1/25/2006	208	26	1/25/2006	17A	36	37	38	
53821	Freeman, Elizabeth A	10/25/2006	208	26	10/25/2006	15	32	44	49A	
53989	Volpe, Adam C	3/28/2007	208	26	3/28/2007	8B	31	43	51	
54031	Britton, Leslie V	4/25/2007	208	26	4/25/2007	8	14	29	47A	
54253	Burgher, Patricia A	8/22/2007	208	26	8/22/2007	6B	23	32	51	
54254	Gilbert, Keith R	8/22/2007	208	26	8/22/2007					
54352	Marinazzo, Joseph A	11/28/2007	208	26	11/28/2007	8	24	32A	48	



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
54630	Spears, Mark	3/12/2008	208	26	3/12/2008	7	22	23	36	47A
54652	Jainarine, Suresh W	3/19/2008	208	26	3/19/2008	14	15	29	41A	47
54714	Campbell, Dwayne S	4/16/2008	208	26	4/16/2008	221A	30	41	52	
54748	Dunn, John T	4/23/2008	208	26	4/23/2008	34	30	31	35A	
54853	Cognato, Antonio J	5/28/2008	208	26	5/28/2008	23	38	43	47	51A
53387	Beck, Brian M	3/8/2006	208	26	6/5/2008	28B	29	30	47	
55151	Kiss, John W	2/25/2009	168	21	2/25/2009	22B	27	36	48	
55472	Gonzales, Derick E	1/4/2012	168	21	1/4/2012	16A	31	32	48	
55619	Caleca, Patricia	6/20/2012	168	21	6/20/2012	10	25	38A	49	
55653	Ciano, Dawn	7/25/2012	168	21	7/25/2012	27	33	28	52A	
55840	Rango, Ronnie	2/20/2013	168	21	2/20/2013	22	26	32	35A	
56203	Thompson, Andrea D	9/11/2013	128	16	9/11/2013	15B	33	46		
27983	Dewitt, David P	8/12/1992	64	8	1/1/2014	45 (8 days)				
55775	Bleck, John C	11/28/2012	168	21	1/1/2014	19B	38	42	21	
54852	Cazzetta, Frank C	11/12/2014	128	16	11/12/2014	4A	25	30		
56816	Hookes, Dexter	11/12/2014	128	16	11/12/2014	6B	15	36		
57235	Deck, Steven M	7/8/2015	128	16	7/8/2015	2	11	40A		
57353	Keefe, John	11/4/2015	128	16	11/4/2015	18	29	43A		
57438	Kushel, Laurence	2/3/2016	128	16	2/3/2016	9	23	42A		
57424	Russo, Nicholas	2/3/2016	128	16	2/3/2016	14	48B	29		
57533	Vancol, Judy D	4/13/2016	128	16	4/13/2016	25	43A	50		



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
57744	Haase, Walter	9/7/2016	128	16	9/7/2016	12B	27	41		
57739	Nunez, John	9/7/2016	128	16	9/7/2016	52B	26	46		
57829	Mason, Deona	11/16/2016	128	16	11/16/2016	11	29A	52		
57828	Novotny, Michael	11/16/2016	128	16	11/16/2016	21	34A	48		
57892	Farrell, Robert	1/18/2017	128	16	1/18/2017	8B	34	25		
58009	Getavesky, Katie	4/19/2017	128	16	4/19/2017	28	39B	44		
58161	Singh, Ravi	6/21/2017	128	16	6/21/2017	15	27	28B		
58164	Douyon, Richard	6/21/2017	128	16	6/21/2017	4	12	45A		
57276	Perri, Nicholas K	6/21/2017	0	0	6/21/2017					
58187	Blumenauer, Daniel	7/12/2017	128	16	7/12/2017	29	35B	44		
58177	Kerr-Smith, Angela	7/12/2017	128	16	7/12/2017	15A	26	48		
58594	Senkus, Chris	3/21/2018	128	16	3/21/2018	25A	45	1		
58587	Rodriguez, Isaac J	3/21/2018	128	16	3/21/2018	25B	40	41		
58612	Parbhudial, Satram	4/18/2018	8	1	4/18/2018					
58597	Cintron, Andrea	4/18/2018	128	16	4/18/2018	21	28A	43		
58647	Visser, Tabitha	5/30/2018	128	16	5/30/2018	11	29	43A		
58646	Scott, Moe	5/30/2018	128	16	5/30/2018	15B	38	50		
58659	Bossone, Jonathan A	5/30/2018	128	16	5/30/2018	48A	28			
58774	Portesy, Thomas	6/27/2018	128	16	6/27/2018	12B	24	32		
58763	Larkin, Jonathan R	6/27/2018	128	16	6/27/2018	23B	26	32		
58749	Jean, James	6/27/2018	128	16	6/27/2018	18B	35	50		



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
58752	Cognata, Desiree M	6/27/2018	88	11	6/27/2018	22	40A			
58772	Urrego, Joseph	6/27/2018	128	16	6/27/2018	32	33	35B		
58905	Morton, Joseph	9/12/2018	88	11	9/12/2018	28B	33			
58092	Callender, Nefertari	3/20/2019	40	5	3/20/2019	14				
59030	Rivera, Peter G	5/1/2019	88	11	5/1/2019	26	48B			
59031	Gil, Claudio	5/1/2019	88	11	5/1/2019	26	37A			
59071	James, Matthew P	6/19/2019	88	11	6/19/2019	19	42A			
59064	Miscioscia, Salvatore	6/19/2019	88	11	6/19/2019	15	33A			
59175	Morrow, Timothy E	12/11/2019	88	11	12/11/2019	7	14A			
59171	Santaella, Richard J	12/11/2019	88	11	12/11/2019	44A	28A			
59169	Busweiler, Andrew	12/11/2019	88	11	12/11/2019	19	13A			
59172	Bukofsky, Alfred	12/11/2019	88	11	12/11/2019	12A	34			
59223	DiCintio, Richard	1/15/2020	88	11	1/15/2020	33B	1			
59228	Seslow, Bryan	3/11/2020	88	11	3/11/2020	28	39A			
59231	Reilly, Michael	3/11/2020	88	11	3/11/2020	14	38A			
59229	Kruse, Tyler	3/11/2020	88	11	3/11/2020	23B	40			
59282	Luongo, Massimiliano	5/13/2020	88	11	5/13/2020	16	36A			
59279	Van Heest - Bisono, Cyndi	5/13/2020	88	11	5/13/2020	13	41B			
59285	Newton, Andy E	5/13/2020	88	11	5/13/2020	18B	44			
59283	Dienstag, Matthew	5/13/2020	88	11	5/13/2020	9	40A			
59287	Montanaro, Christopher	5/13/2020	88	11	5/13/2020	12B	23			

2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59284	Amarone, Michael A	5/13/2020	88	11	5/13/2020	7B	40			
59280	Lignelli, Craig A	5/13/2020	88	11	5/13/2020	16	42A			
59325	Cogdell, James E	6/23/2021	88	11	6/23/2021	29A	34			
59319	Charles, Donna M	6/23/2021	88	11	6/23/2021	35B	43			
59321	Knox, Dean	6/23/2021	88	11	6/23/2021	12	13A			
59340	Grant, Anthony	7/21/2021	88	11	7/21/2021	23	45A			
59348	Ciappa, Jennifer	7/21/2021	88	11	7/21/2021	11B	35			
59342	Fluitt, Derrick	7/21/2021	88	11	7/21/2021	33	38A			
59352	Bess, Shawndell	7/21/2021	88	11	7/21/2021	26B	33			
59351	Peluso, Dominick	7/21/2021	88	11	7/21/2021	10	41A			
59345	Carino, Austin F	7/21/2021	88	11	7/21/2021	17	33B			
59346	Medina, Brendaless	7/21/2021	88	11	7/21/2021	20	34B			
59341	Parrish, Gina	7/21/2021	88	11	7/21/2021	16B	25			
59343	Patterson, Daniel	7/21/2021	88	11	7/21/2021	18B	24			
59349	Teresky, Anthony	7/21/2021	88	11	7/21/2021	1A	3			
59347	Evola, Rosario	7/21/2021	88	11	7/21/2021	24	34A			
59440	Martyn, Bernadette	9/22/2021	88	11	9/22/2021	4B	6			
59442	Johnson, Jamel	9/22/2021	88	11	9/22/2021	10B	26			
59449	Monda, Giuseppe	9/22/2021	88	11	9/22/2021	11B	25			
59443	Sgambati, Michael	9/22/2021	88	11	9/22/2021	24B	44			
59439	Agugliaro, Darrell	9/22/2021	88	11	9/22/2021	5A	38			



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59448	Englehardt, Elena	9/22/2021	88	11	9/22/2021	16B	17			
59447	Leone, Michael J	9/22/2021	88	11	9/22/2021	26B	37			
59446	Messina, Thomas	9/22/2021	88	11	9/22/2021	23B	24			
59458	Powell, Dean	10/6/2021	88	11	10/6/2021	19B	42			
59455	Citarella, Kris	10/6/2021	88	11	10/6/2021	25B	34			
59457	Giacomino, Paul	10/6/2021	88	11	10/6/2021	19B	43			
59451	Pinney, Carizma	10/6/2021	88	11	10/6/2021	24B	42			
59467	Clark, Larry	10/20/2021	88	11	10/20/2021	21B	35			
59465	Frias, Ana	10/20/2021	40	5	10/20/2021	19				
59468	Keitt, Nigel B	10/20/2021	88	11	10/20/2021	16	24A			
59479	Bux, Jason	10/20/2021	88	11	10/20/2021	7B	20			
59476	Richardson, Miles	10/20/2021	88	11	10/20/2021	14B	38			
59478	Sougstad, Ciara	10/20/2021	88	11	10/20/2021	23	41B			
59477	Baum, Anthony	10/20/2021	88	11	10/20/2021	19B	43			
59475	Reid, K'Sean	10/20/2021	88	11	10/20/2021	37B	11			
57983	Sanginario, Matthew	3/29/2017	128	16	1/12/2022	11	16	42B		
59491	Szufflada, Kristin	11/3/2021	88	11	11/3/2021	24B	19			
59503	Lewis, Andrew P	6/15/2015	88	11	11/3/2021	23	42A			
59494	Kuehnlenz, Matthew	11/3/2021	88	11	11/3/2021	14A	24			
59492	Godfrey, Robert D	11/3/2021	88	11	11/3/2021	13B	36			
59507	Shy, Christine	11/17/2021	88	11	11/17/2021	20	40A			



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59516	Callaghan, Elizabeth	11/17/2021	88	11	11/17/2021	41(B)	48			
59508	Bates, Brian	11/17/2021	88	11	11/17/2021	14	22A			
59506	Bush, Robert W	11/17/2021	88	11	11/17/2021	6B	7			
59514	Ventiere, Kimberly	11/17/2021	88	11	11/17/2021	11B	39			
59517	Gardner, Devin J	11/17/2021	88	11	11/17/2021	21B	37			
59518	Jones, Brian	11/17/2021	88	11	11/17/2021	22B	40			
59509	Iacono, Andrea	11/17/2021	88	11	11/17/2021	11B	42			
59616	Brown, John H	2/09/2022	80	10	2/9/2022	17	7			
59622	Costello, Kevin	2/09/2022	80	10	2/9/2022	44	21			
59606	Luciano, Robert	2/09/2022	80	10	2/9/2022	10	44			
59599	Longchamp, Jean J	2/09/2022	80	10	2/9/2022	16	42			
59611	Watkis, Michael G	2/09/2022	80	10	2/9/2022	39	50			
59603	Rocha, Jessica F	2/09/2022	80	10	2/9/2022	11	37			
59596	Giacopelli, Nicholas	2/09/2022	80	10	2/9/2022	7	46			
59614	Brosnan, Rory j	2/09/2022	80	10	2/9/2022	11	46			
59602	DaSilva, Dominic	2/09/2022	80	10	2/9/2022	39	40			
59607	Van Dyne, Sean	2/09/2022	80	10	2/9/2022	13	22			
59598	Cumberland, Jahceari	2/09/2022	80	10	2/9/2022	40	21			
59679	Bailey, Janelle	3/30/2022	72	9	3/30/2022	17 (5 days)	43 (4 days)			
59681	Brown, Ricardo A	3/30/2022	72	9	3/30/2022	19 (5 days)	45 (4 days)			
59669	Doyle, Christopher P	3/30/2022	72	9	3/30/2022	49 (5 days)	50 (4 days)			

2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59677	Faulkner, Jamal	3/30/2022	72	9	3/30/2022	20 (5 days)	39 (4 days)			
59672	Morris, Sotty	3/30/2022	72	9	3/30/2022	7 (5 days)	20 (4 days)			
59682	Butler, Raven	3/30/2022	72	9	3/30/2022	44 (5 days)	9 (4 days)			
59667	Nolet, Michael V	3/30/2022	72	9	3/30/2022	1 (5 days)	20 (4 days)			
59795	Lawes, James H	4/20/2022	64	8	4/20/2022	20 (8 days)				
59800	Harris, Russell L	4/20/2022	64	8	4/20/2022	37 (8 days)				
59788	Ruiz, Ana K	4/20/2022	64	8	4/20/2022	7 (8 days)				
59799	Hankerson, Jamie L	4/20/2022	64	8	4/20/2022	20 (8 days)				
59790	Tecidor, Eric	4/20/2022	64	8	4/20/2022	19 (8 days)				
59792	Adamo, Christopher	4/20/2022	64	8	4/20/2022	18 (8 days)				
59791	Cole, Kenny	4/20/2022	64	8	4/20/2022	37 (8 days)				
59794	Fleming, Savannah	4/20/2022	32	4	4/20/2022	10 (4 days)				
59789	Portesy, Mark	4/20/2022	64	8	4/20/2022	37 (8 days)				
59759	Grabow, Alfred	4/20/2022	64	8	4/20/2022	21 (8 days)				
55705	Kelly, Juan	9/26/2012	168	21	5/11/2022	16	21	40B	46	
59825	Hammond, Dennis A	5/11/2022	64	8	5/11/2022	1 (8 days)				
59829	Scott, Michael A	5/11/2022	64	8	5/11/2022	50 (8 days)				
59836	Campbell, Lester	5/11/2022	64	8	5/11/2022	20 (8 days)				
59840	Staats, Christopher D	5/11/2022	64	8	5/11/2022	13 (8 days)				
59823	Zahrieh, Mohammed R	7/25/2016	40	5	5/11/2022	17				
59833	Everdeen, Leim	5/11/2022	64	8	5/11/2022	21 (8 days)				



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59826	Giurco, Stephen	4/27/2022	64	8	5/11/2022	21 (8 days)				
58222	Lewis, Jillian B	5/11/2022	64	8	5/11/2022	21 (8 days)				
59834	Stange, Harry	5/11/2022	64	8	5/11/2022	21(8 days)				
59842	Leon, Gian	5/11/2022	64	8	5/11/2022	44 (8 days)				
59830	Greer, Matthew	5/11/2022	64	8	5/11/2022	19 (8 days)				
59827	Patterson, Joshua	5/11/2022	64	8	5/11/2022	13 (8 days)				
59835	Moylan, Daniel	5/11/2022	64	8	5/11/2022	16 (8 days)				
59880	Browne, Davina	6/1/2022	56	7	6/1/2022	39 (7 days)				
59887	Urban, Jennifer	6/1/2022	56	7	6/1/2022	7 (7 days)				
59877	Connors, Sean P	6/1/2022	56	7	6/1/2022	18 (7 days)				
59892	Montanaro II, Louis	6/1/2022	56	7	6/1/2022	22 (7 days)				
59890	Stanganelli, Joseph	6/1/2022	56	7	6/1/2022	18 (7 days)				
59870	Balogh, Bradley	6/1/2022	56	7	6/1/2022	17 (7 days)				
58875	Mattera, Kailyn	6/1/2022	56	7	6/1/2022	1 (7 days)				
59885	Estrada, Janice	6/1/2022	56	7	6/1/2022	6 (7 days)				
59886	Meuschke, Ryan	6/1/2022	56	7	6/1/2022	18 (7 days)				
59871	Shaughnessy, Connor J	6/1/2022	56	7	6/1/2022	18 (7 days)				
59879	Norton-Jerrick Jr, Seon	6/1/2022	56	7	6/1/2022	50 (7 days)				
59994	Cirisano, Michael F	7/13/2022	40	5	7/13/2022	10				
59993	Picart, Dexter	7/13/2022	40	5	7/13/2022	18				
59970	Keller, Christopher	7/13/2022	40	5	7/13/2022	2				



2023 SAMs Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
59974	Cavallo, Thomas M	7/13/2022	40	5	7/13/2022	18				
59967	Burgos, Yesenia	7/13/2022	40	5	7/13/2022	39				
59975	Berrios, Ileana	7/13/2022	40	5	7/13/2022	18				
59990	Padgett, Justin	7/13/2022	40	5	7/13/2022	46				
59969	Santamaria, Matthew	7/13/2022	40	5	7/13/2022	12				
59992	Hollins, Marcus	7/13/2022	40	5	7/13/2022	39				
60047	Jurlina, Michelle	8/3/2022	40	5	8/3/2022	17				
58629	Wade, Khabira	8/3/2022	40	5	8/3/2022	13				
60048	McCravey, LaRon	8/3/2022	40	5	8/3/2022	17				
60043	Mattis, Romaro a	8/3/2022	40	5	8/3/2022	45				
60038	Cedeno, Jeffrey	8/3/2022	40	5	8/3/2022	16				
60045	Morris, Savion K	8/3/2022	40	5	8/3/2022	16				
60037	McCann, Justin	8/3/2022	40	5	8/3/2022	5				
60040	Jenkins, Tyler	8/3/2022	40	5	8/3/2022	9				
60039	Ruddy, Katherine	8/3/2022	40	5	8/3/2022	17				

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 SAMs Vacation Allotments

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	MUST HAVE 26 DAYS ENTITLEMENT				
						Day 1	Day 2	Day 3	Day 4	Day 5
27821	Hyde, George V	9/26/1990	208	26	9/26/1990					
28304	Page, Carmel	11/14/1994	208	26	11/14/1994					
29033	Caffey, Donald J	3/12/1997	208	26	3/12/1997					
29042	Martinez, Roberto F	3/19/1997	208	26	3/19/1997					
29428	Joseph, Alexandra J	1/12/1998	208	26	1/12/1998					
50085	Toledo, Lutgardo T	4/7/1999	208	26	4/7/1999					
50084	Croake, Christopher M	4/7/1999	208	26	4/7/1999	5/31	7/19	9/20	11/18	12/13
50375	Christ, Todd E	8/11/1999	208	26	8/11/1999					
50498	Leary, Paul G	10/20/1999	208	26	10/20/1999					
50730	Renner, Christopher G	4/24/2000	208	26	4/24/2000					
50715	Grant, Paul A	4/24/2000	208	26	4/24/2000					
50373	Diercks, Bridget C	8/11/1999	208	26	8/11/2000					
51391	Czerniawski, Dean F	4/25/2001	208	26	4/25/2001					
51807	Scuderi, Vincent F	2/13/2002	208	26	2/13/2002					
51831	Doyle, Christopher T	2/27/2002	208	26	2/27/2002					
51921	Morch, Robert A	4/24/2002	208	26	4/24/2002					
51958	Wolynski, Guy T	5/29/2002	208	26	5/29/2002					
52145	Farina, Lauren S	9/18/2002	208	26	9/18/2002					
52521	Rocke, Richard P	8/27/2003	208	26	8/27/2003					
52564	Buchalski, Valentine J	9/24/2003	208	26	9/24/2003					
52881	Diaz, Nick	5/26/2004	208	26	5/26/2004					

ONLY EMPLOYEES WITH 5 WEEKS WHO DID NOT SELECT A 5TH WEEK ARE ENTITLED TO TAKE SINGLE DAYS

2023 SAMs Vacation Allotments

PERNM	NAME	HIREDATE	PROJ-VACGRANT	# OF DAYS	TCU Seniority Date	MUST HAVE 26 DAYS ENTITLEMENT				
						Day 1	Day 2	Day 3	Day 4	Day 5
52932	Reilly, Lynn M	7/14/2004	208	26	7/14/2004	4/7	6/2			
52969	Alleyne, Michael A	7/28/2004	208	26	7/28/2004					
53129	Sims, Angela D	6/29/2005	208	26	6/29/2005					
53155	Lopez Navarrete, Omar J	8/24/2005	208	26	8/24/2005	10/2	10/3	10/4	10/5	10/6
53296	Thorsen, Thomas W	1/25/2006	208	26	1/25/2006					
53821	Freeman, Elizabeth A	10/25/2006	208	26	10/25/2006					
53989	Volpe, Adam C	3/28/2007	208	26	3/28/2007					
54031	Britton, Leslie V	4/25/2007	208	26	4/25/2007	11/13	12/11	12/18	12/28	12/29
54253	Burgher, Patricia A	8/22/2007	208	26	8/22/2007	3/8	4/5	5/6	5/7	10/8
54352	Marinazzo, Joseph A	11/28/2007	208	26	11/28/2007					
54714	Campbell, Dwayne S	4/16/2008	208	26	4/16/2008					
54748	Dunn, John T	4/23/2008	208	26	4/23/2008	7/5				
53387	Beck, Brian M	3/8/2006	208	26	6/5/2008	9/23	10/7	10/21	11/18	12/2

**STATIONS DEPARTMENT
2023 AMBASSADOR VACATION SCHEDULE BY WEEK**

WEEK 1 02-Jan-23	WEEK 2 09-Jan-23	WEEK 3 16-Jan-23	WEEK 4 23-Jan-23	WEEK 5 30-Jan-23	WEEK 6 06-Feb-23	WEEK 7 13-Feb-23	WEEK 8 20-Feb-23	WEEK 9 27-Feb-23	WEEK 10 06-Mar-23	WEEK 11 13-Mar-23																								
		J THOMAS				T BHIKA		R PETRILLO	Z ALVAREZ	Q SPIKES																								
WEEK 12 20-Mar-23	WEEK 13 27-Mar-23	WEEK 14 03-Apr-23	WEEK 15 10-Apr-23	WEEK 16 17-Apr-23	WEEK 17 24-Apr-23	WEEK 18 01-May-23	WEEK 19 08-May-23	WEEK 20 15-May-23	WEEK 21 22-May-23	WEEK 22 29-May-23																								
				A BROUGHTON		C ALTAMIRANO	A MCDUFFIE	J PIARD	R SAPOLIN	K BLAKE																								
WEEK 23 05-Jun-23	WEEK 24 12-Jun-23	WEEK 25 19-Jun-23	WEEK 26 26-Jun-23	WEEK 27 03-Jul-23	WEEK 28 10-Jul-23	WEEK 29 17-Jul-23	WEEK 30 24-Jul-23	WEEK 31 31-Jul-23	WEEK 32 07-Aug-23	WEEK 33 14-Aug-23																								
M CASIMIR	T BHIKA		B FRANKLIN	L BARNES	R PETRILLO (B)	R SAPOLIN (A)	A MCDUFFIE (A)	C NANKOO	C NANKOO (A)	L BARNES																								
WEEK 34 21-Aug-23	WEEK 35 28-Aug-23	WEEK 36 04-Sep-23	WEEK 37 11-Sep-23	WEEK 38 18-Sep-23	WEEK 39 25-Sep-23	WEEK 40 02-Oct-23	WEEK 41 09-Oct-23	WEEK 42 16-Oct-23	WEEK 43 23-Oct-23	WEEK 44 30-Oct-23																								
A BROUGHTON (A)	Z ALVAREZ	D DOMINICK	K ODR	S MIAH			M CASIMIR		C HERRERA	C HERRERA (A)																								
WEEK 45 06-Nov-23	WEEK 46 13-Nov-23	WEEK 47 20-Nov-23	WEEK 48 27-Nov-23	WEEK 49 04-Dec-23	WEEK 50 11-Dec-23	WEEK 51 18-Dec-23	WEEK 52 25-Dec-23	<p align="center">2023 Holidays Provided by Agreement</p> <table> <tr> <td>New Year's Day</td> <td>January 1st</td> </tr> <tr> <td>Martin Luther King, Jr. Day</td> <td>January 16th</td> </tr> <tr> <td>Washington's Birthday</td> <td>February 20th</td> </tr> <tr> <td>Good Friday</td> <td>April 7th</td> </tr> <tr> <td>Memorial Day</td> <td>May 29th</td> </tr> <tr> <td>Independence Day</td> <td>July 4th</td> </tr> <tr> <td>Labor Day</td> <td>September 4th</td> </tr> <tr> <td>Columbus Day</td> <td>October 9th</td> </tr> <tr> <td>Election Day</td> <td>November 7th</td> </tr> <tr> <td>Thanksgiving Day</td> <td>November 23rd</td> </tr> <tr> <td>Day After Thanksgiving</td> <td>November 24th</td> </tr> <tr> <td>Christmas Day</td> <td>December 25th</td> </tr> </table>			New Year's Day	January 1st	Martin Luther King, Jr. Day	January 16th	Washington's Birthday	February 20th	Good Friday	April 7th	Memorial Day	May 29th	Independence Day	July 4th	Labor Day	September 4th	Columbus Day	October 9th	Election Day	November 7th	Thanksgiving Day	November 23rd	Day After Thanksgiving	November 24th	Christmas Day	December 25th
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NOTE - 1 OFF PER WEEK MAXIMUM.

2023 Ambassadors Vacation Allotments

PROJECTED VACATION ACCRUAL GRANTS YEAR TO DATE CALCULATIONS

PERNM	NAME	HIREDATE	PROJ- VACGRANT	# OF DAYS	TCU Seniority Date	ADD THE A OR B DAY TO A WEEK				
						Week 1	Week 2	Week 3	Week 4	Week 5
55993	Petrillo R.	4/30/2014	128	16	7/19/2017	9	28B	45		
59380	Broughton A.	8/11/2021	88	11	8/11/2021	16	34A			
59376	Nankoo C.	8/11/2021	88	11	8/11/2021	31	32A			
59426	Herrera C.	9/8/2021	88	11	9/8/2021	43	44A			
59425	McDuffie A.	9/8/2021	88	11	9/8/2021	19	30A			
59452	Sapolin R.	10/6/2021	88	11	10/6/2021	21	29A			
59466	Thomas J.	10/6/2021	88	11	10/6/2021	3	48A			
59561	Bhika, Toramattie	2/09/2022	80	10	2/9/2022	7	24			
59562	Barnes, Latuan S	2/09/2022	80	10	2/9/2022	27	33			
59648	Alvarez Z.	3/30/2022	72	9	3/30/2022	10 (5 days)	35 (4 days)			
59649	Casimir M.	3/30/2022	72	9	3/30/2022	23 (5 days)	41 (4 days)			
59723	Blake K.	4/6/2022	72	9	4/6/2022	22 (5 days)	49 (4 days)			
59873	Miah S.	6/8/2022	56	7	6/8/2022	38 (7 days)				
59889	Dominick D.	6/8/2022	56	7	6/8/2022	36 (7 days)				
59915	Odr K.	6/8/2022	56	7	6/8/2022	37 (7 days)				
59884	Piard J.	6/8/2022	56	7	6/8/2022	20 (7 days)				
59951	Aiken A.	7/13/2022	40	5	7/13/2022	46				
59957	Altamirano C.	7/13/2022	40	5	7/13/2022	18				
59954	Franklin B.	7/13/2022	40	5	7/13/2022	26				
59955	Spikes Q.	7/13/2022	40	5	7/13/2022	11				



Long Island Rail Road

Form SSS-03



STATIONS DEPARTMENT
Employee Vacation Swap Request Form

Submit to: LIRRSTATIONSDEPTFORMS@lirr.org

To: _____
MANAGER STATION SERVICES SUPPORT

From: _____
EMPLOYEE NAME LIRR ID JOB #

Date: _____

Your consideration and approval for the below request is greatly appreciated:

REQUESTING EMPLOYEE:

Employee Name: _____

Employee Number: _____

Vacation Week: _____

Signature: _____

Would like to change vacation weeks with:

Employee Name: _____

Employee Number: _____

Vacation Week: _____

Signature: _____

APPROVAL SECTION:

Manager Name: _____ **Signature:** _____

Date: _____



Long Island Rail Road

Form SSS-04



STATIONS DEPARTMENT
Vacation Change Request Form

Submit this request with supporting documentation to:
LIRRSTATIONSDEPTFORMS@lirr.org

DO NOT SUBMIT THIS FORM WITHOUT ATTEMPTING TO SWITCH YOUR VACATION USING FORM SSS-03

To: _____
MANAGER STATION SERVICES SUPPORT

From: _____
EMPLOYEE NAME LIRR ID JOB #

Date: _____


Your consideration and approval for the below request is greatly appreciated:

Approved **Denied**

Manager Name: _____ Signature: _____

Date: _____

**STATIONS DEPARTMENT
NOTICE NO. 2022- 50**

Date: December 5, 2022
To: All TCU Stations Department Employees
From: Theresa Dorsey, Chief Stations Officer 
Subject: 2022 NY State Mandated Computer Based Training

The NY State mandated courses will now only be accessible through the BSC Portal. You will no longer receive a CD to complete. All courses can only be accessed by using Microsoft Edge, Chrome or Firefox on a windows-based desktop/laptop or using Safari on a Mac/MacBook. They will not be accessible using a smart phone or tablet.

Per an agreement between the Carrier and TCU, all employees who complete all seven (7) modules of this training on their own time by December 31, 2022, will be paid six (6) hours straight time pay. Upon completion of each course, you must check the completion status from the home page of "My Learning". All required courses listed below must note "completed". Any courses that are noted "in progress" or "incomplete" by December 31, 2022, will result in non-compliance and non-payment of the six (6) hours.

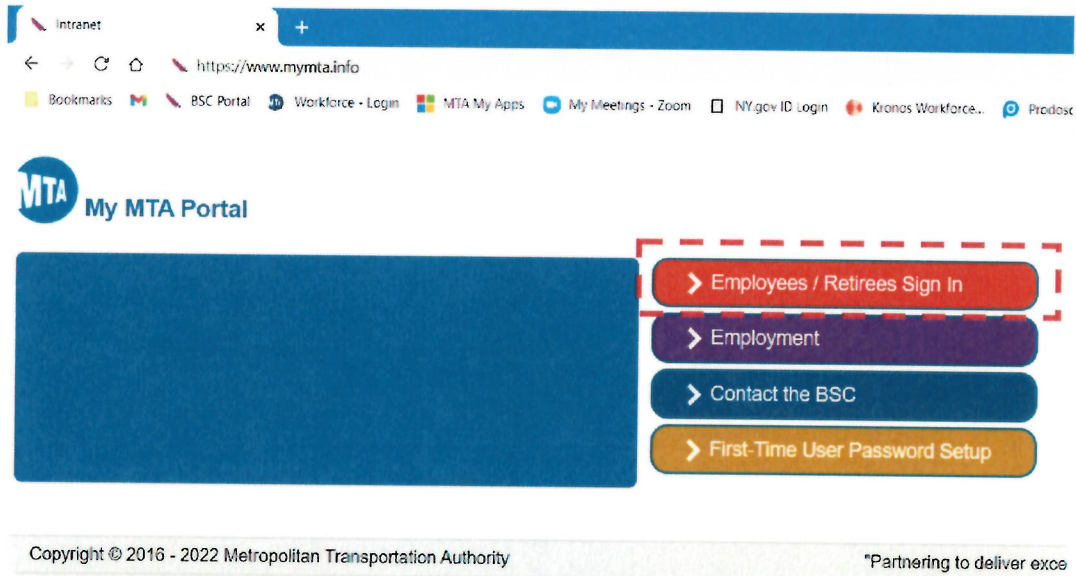
Over the next few days, you will receive a mailing, if you have not already, which will detail the agreement and include instructions to complete the training. If you have any issues logging into the BSC Portal, contact the BSC at 646-376-0123, Monday through Friday, from 8:30 AM to 5:00 PM.

Required Course	Approximate Completion Time
1. NYS Right to Know	24 minutes
2. NYS Internal Controls	24 minutes
3. Prevention of Workplace Violence	30 minutes
4. Sexual Harassment in the Workplace	30 minutes
5. Information and Cyber Security Awareness (OER)	26 minutes
6. Equal Employment Opportunity: Rights & responsibilities (EEO)	30 minutes
7. MTA Accessibility and Customer Service	40 minutes

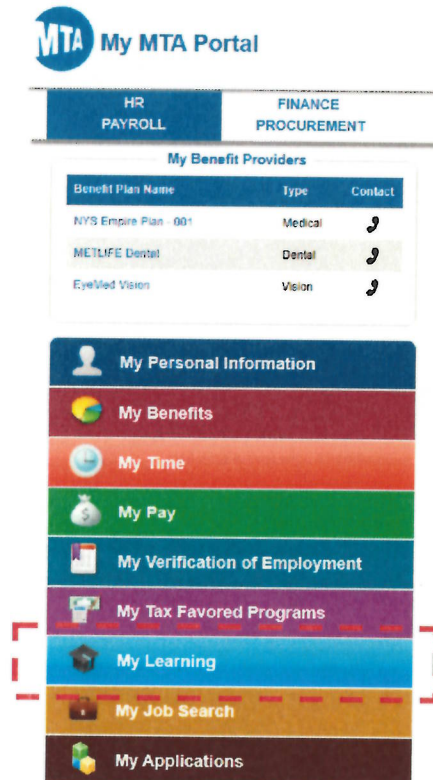
2022 State Mandated Training Job Aid

***Note** - Please note you must use a Windows or Apple Computer. Training is not accessible using smartphones, tablets, or Chromebooks.

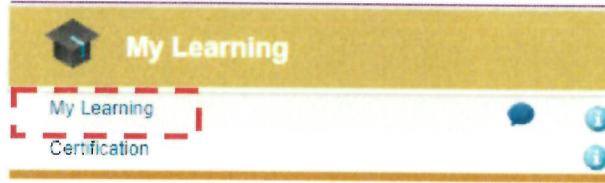
1. Go to www.mymta.info and login by clicking the Employees sign in button.



2. After logging in, click on **My Learning** (light blue ribbon on the left side of the page).



3. The ribbon will turn gold and expand, click on My Learning below.



4. You should see the 7 courses below assigned to you:

1. NYS Right to Know
2. NYS Internal Controls
3. Prevention of Workplace Violence
4. Sexual Harassment in the Workplace
5. Information and Cyber Security Awareness (OER)
6. Equal Employment Opportunity: Rights & Responsibilities (EEO)
7. MTA Accessibility and Customer Service

5. Each course will be listed as Type: “Web Based”, Status: “Enrolled”, with a round Launch button. Click on Launch to begin a course.

My Learning				
Title	Type	Status	Date	Launch
Information and Cyber Security Awareness (OER)	Web Based	Enrolled	11/17/2022	

Courses can be done in any order and do not have to be completed all at once. You can start and resume courses anytime. Partially completed courses will be labeled with a status of *“In Progress.”*

Once you fully complete a course, the status will update to *“Completed.”* If you do not see Completed, your completion was not recorded successfully and you should re-launch the course to see if there is something you forgot to acknowledge or answer.

For technical assistance, please contact the MTA IT Help Desk at 646-252-8888.