

**2018 TRACK PICK  
TRACK WORKER - TRACK EQUIPMENT MAINTAINER - RAILROAD  
TRACK CLEANER**

**J. JOYCE  
ACTING VICE PRESIDENT  
CHIEF MAINTENANCE OFFICER  
MOW SUBWAYS**

**D. RONAN  
ACTING CHIEF OFFICER  
TRACK**

**F. FARRELL  
ACTING ASST. CHIEF OFFICER  
SUBWAY MAINTENANCE**

**A. ANCILLERI  
ASST. CHIEF OFFICER  
TRACK CONSTRUCTION**

**R. MANCHOON  
ASST. CHIEF OFFICER  
SYSTEM MAINTENANCE**

**V. VALENTI  
ASST. CHIEF OFFICER  
THIRD RAIL OPERATIONS**

**K. MOONEY  
CHIEF OFFICER  
ENGINEERING**

**A. UTANO  
PRESIDENT  
TRANSPORT WORKERS UNION**

**J. CHIARELLO  
VICE PRESIDENT  
TRANSPORT WORKERS UNION**

**C. ALBERT  
CHAIRMAN  
TRANSPORT WORKERS UNION**

**NEW YORK CITY TRANSIT  
DIVISION OF TRACK**

To: ALL CONCERNED

FROM Theara Washington, Labor Planning and Picks, Maintenance of Way, TRACK

SUBJECT: **TRACK PICK PROCEDURES**

In order to establish a clear set of guidelines for the pick, the following procedures will be in effect, in addition to the standard rules listed within the pick:

1. The pick will run on consecutive days starting at 8:30 AM. There will be no picking on Friday, Saturday, Sunday and Holidays.
2. All employees will, as in all prior picks, be allowed five minutes to select a job. It is recommended that five (5) possible selections be made before coming into the pick room.
3. **Employees not present when their name is called will be allowed a five-minute grace period. If not present, after the grace period, the employee will be assigned. "THERE WILL BE NO EXCEPTIONS."**
4. The entire pick will be posted outside the pick room during all hours of the pick process. Jobs will be crossed off as soon as possible after they are picked. Those jobs selected from previous days will be crossed out.
5. **Employees will be scheduled in groups starting at 8:30 AM; the last group will be scheduled at 1:00 PM. All employees will be required to bring their "NYC TRANSIT PASS".**
6. Supervision is reminded that they must release an employee in sufficient time to arrive at the Pick according to the schedule.
7. **The Sub-Divisions are reminded not to prepare any G-46's for Permanent Restricted Duty personnel once the Pick starts. All G-46's will be prepared, if necessary, by Employee Support and Safety, 130 Livingston ST, BKLYN, NY, ROOM 7045E**
8. The pick will be held at WEST 4<sup>th</sup> ST., NE middle level mezzanine on the "A", "B", "C", "D", "E" and "F" line.
9. **Employees must be in a full work status or permanent restricted duty and present a transit pass to be eligible to pick. Employees who have filed for retirement or have not been in a work status for 30 days or more will not be permitted to pick or be assigned. They will, upon return to a full duty active status, be assigned to available open jobs.**

**EXCEPTION: EMPLOYEES WHO ARE OUT 30 OR MORE DAYS WHO PROVIDE PROOF OF A JOINT AGREEMENT WITH THEIR PERSONAL PHYSICIAN AND WHOSE RETURN DATE IS PRIOR TO THE CHANGEOVER, WILL BE PERMITTED TO PICK. ANY FAILURE TO REPORT TO PICKED JOB AND MAINTAIN ATTENDANCE WILL RESULT IN THE JOB BEING BID OUT. WHEN EMPLOYEES RETURN TO FULL DUTY, THEY WILL BE ASSIGNED.**

The above guidelines will apply to all concerned.

**\*\*LICENSES: AT THE TIME OF JOB SELECTION, EMPLOYEES MUST PRESENT ALL REQUIRED LICENSES AND POSSESS ALL TRAINING QUALIFICATIONS, ETC. THERE WILL BE NO EXCEPTIONS!!!!**

FROM: J. JOYCE, ACTING VICE PRESIDENT, CHIEF MAINTENANCE OFFICER  
D. RONAN, ACTING CHIEF OFFICER, TRACK  
F. FARRELL, ACTING ACTO, SUBWAY MAINTENANCE  
A. ANCILLERI, ACTO, TRACK CONSTRUCTION  
R. MANCHOON, ACTO, SYSTEM MAINTENANCE  
K. MOONEY, CHIEF OFFICER, ENGINEERING  
V. VALENTI, ACTO, THIRD RAIL OPERATIONS

TO: ALL TRACK GENERAL SUPERINTENDENTS - ALL CONCERNED

SUBJECT: **TRACK DIVISION 2017 PICK FOR ALL TRACK HOURLY**

A general pick will be held for all employees in the titles of **Track Equipment Maintainer, Track Worker, and Railroad Track Cleaner**. The pick will be held at WEST 4<sup>th</sup> ST., NE middle level mezzanine on the "A", "B", "C", "D", "E" and "F" line. The pick will commence on or about **JUNE 18, 2018**

None of the terms of this pick is meant to contravene the Rules and Regulations of the New York City Transit, governing employees engaged in the operation or supplemented schedule of working conditions for the Division of Track.

Employees participating in this pick during their regular scheduled Tour of Duty, will do so without loss of pay, but those employees scheduled to pick on their off hours will not be paid for any time spent in making their job selection. Employees must report back to their work locations immediately after picking, with reasonable travel allowance accorded.

Selection by employees will be made in order of Seniority as shown on the currently established Seniority Preference Roster, copies of which will be posted with this pick notice.

Employees unable to personally attend the pick, and who are in WORK status, may select five (5) or more different jobs **IN WRITING** over their own signature, numbering each choice in order of preference. If this selection is received at the pick location before the Absentee's name is reached on the seniority roster, the committee will fill their first available choice. This absentee pick must be sent by **Mail, FAX, or by Personal Messenger** to Theara Washington, Track Labor Picks Coordinator, Office of Labor Planning, Maintenance of Way, 130 Livingston Street, Room 6007B, Brooklyn, NY 11201. Absentee Picks must be received by this office, prior to the start of the Pick, to permit placing absentee's selection in proper seniority order. **NO TELEPHONE. PICK WILL BE ACCEPTED.**

Any employee failing to follow the above procedure, or who fails to appear by the time their name is reached in Seniority Order, **will lose their opportunity to pick, and will be assigned to the assignment they held prior to pick if it is vacant**. If this job is not vacant, they will be assigned to a job consistent with their pick seniority and the remaining unfilled positions. Employees not in a full work status will not pick or be assigned. Upon their return to full duty, they will be assigned to whatever jobs are being filled. Employees holding provisional titles will only pick in the provisional title. If they return to their permanent title, they will be assigned to whatever vacancy exists at that time.

Whenever in the judgment of management, the character, condition or the necessity of the work so warrants, all forces are subject to intra-divisional work assignments, without change of reporting locations. The location and description of each job offered for selection will be made available to all concerned. Assignments will be made to the extent permissible by existing regulations to avoid loss of time to any accepted bidder because of the beginning date of the arrangement or rearrangement of positions. No change will be made until all awards have been approved and the effective date set by official action.

It should be understood, that any employee who picks a job by seniority **must** be qualified for the job and in addition, must be able to meet normal production in a reasonable length of time, (a ten (10) day period for Track Workers and Track Equipment Maintainers and a thirty (30) day period for all Specialists except where otherwise noted, said qualification period shall commence after training. Any employee failing to qualify will be assigned to whatever vacancy exists at that time. **WHERE "AS REQUIRED" APPEARS ON A JOB LISTING, THE JOB WILL ENTAIL ALL WORK THAT MAY BE ASSIGNED WITHIN THE CIVIL SERVICE JOB DESCRIPTION.** Employees attending pre-qualification or job training are required to satisfactorily pass all exams or be reassigned.

There are jobs listed with an "X" at the end of the job number. All "X" designations indicate these positions exceed the approved budget quota. However, all contract provisions continue to cover employees in "X" jobs. Employees selecting these jobs will be reassigned to vacancies that occur during the life of this pick. Employees selecting "X" jobs are not eligible to bid for jobs they could have picked.

### **QUOTA SHORTAGE**

The Division Head of Track reserves the right at the time of the pick to temporarily reduce the number of jobs, should there exist a personnel Quota Shortage or vacancy in reimbursable positions.

Those employees on the PERMANENT RESTRICTED DUTY - OFF TRACK ROSTER, and those who's Restricted Duty Assignments - Off Track are scheduled to terminate after the effective date of this pick, may appear before the Pick Committee for assignment to certain jobs, consistent with their physical capabilities and policy instruction that are made available to them. However these employees, because of their Restricted Duty Status, may be reassigned to other Restricted Duty jobs when necessary and where work is available.

All permanent Restricted Duty employees who pick a Full Duty job, if qualified, will remain in that job for the duration of the pick.

### **CDL JOBS**

**Employees selecting jobs that require A CDL License will be required to present that license at the Pick when selecting. They will also be required to sign a waiver allowing the MTA to monitor their license as long as they are in the position.**

## **QUALIFICATIONS FOR TRACK INSPECTOR:**

An employee selecting a **Track Inspector job must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. They must have held a qualified Track Inspector or Emergency Response Team job or a qualified Dual Rate Track Inspector Specialist job within the last 2 years. **All employees selecting a Track Inspector job must attend and pass (70%) the Transit Authority's Track Inspector Training Course and Track Device Computer Course.** At the completion of courses, employees must pass (70%) a written examination. Further, track inspectors will be required to pass (75%) the re-qualification course every two years consistent with their lock-in (re-qualification requirements commence at the end of lock-in for incumbents only). **Failure to pass the qualifying test or re-qualification test will result in disqualification and reassignment to any vacant Track Worker position. There will be no retesting upon disqualification. "TRACK INSPECTORS WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF TWO YEARS"**

## **DUTIES OF TRACK INSPECTOR:**

Inspect all track equipment, frogs, switches, lubricators, condition of rail, ties, etc., in assigned section. Also make minor repairs, maintain and tighten all related rail fastenings. Inspection of lubrication equipment is limited to visual inspection of lubricators; includes report of unusual conditions and/or defects, e.g., ruptured lines, worn treadle, excessive or insufficient (no) grease, and may require turning on/off pet cock valve.

Report all adverse conditions to respective Sub-Division Heads or sub-division involved, for corrective action. Follow up reports and keep records. Must respond to all emergencies, and perform all other track maintenance. When assigned, will conduct joint switch inspections, they will sign the appropriate form with the Division of Electrical Systems, Signal Sub-Division. **When not engaged in the duties of a Track Inspector Specialist, employee will perform the duties of a Track Worker as directed.**

## **QUALIFICATIONS FOR DUAL RATE TRACK INSPECTOR:**

An employee selecting a D/R Track Inspector job **must be a permanent Track Worker at least one (1) year** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. All employees selecting a Dual Rate Track Inspector job must attend the NYC Transit's Track Inspector Training Course and Track Device Computer Course. At the completion of courses, employees must pass an examination.

## **DUTIES OF DUAL RATE TRACK INSPECTOR:**

The following assignment is classified as Dual Rate Track Inspector. Employees selecting this assignment must be able to walk structures, yards and subway tunnels. They will be used when necessary, for relief due to the absence of any Track Inspector, anywhere in the System, and perform the duties of Track Inspector.

**(SEE QUALIFICATIONS FOR TRACK INSPECTOR ABOVE)**

## QUALIFICATIONS FOR SPECIALIST ERT:

An employee selecting a Specialist Emergency Response job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health **must be such that they can perform duties that require lifting, bending and climbing.** **They must have held a qualified Track Inspector or Emergency Response Team or a qualified Dual Rate Track Inspector Specialist job within the last 2 years.** Must show a driver's license valid in NY State. Employees who previously held a Specialist ERT title without a driver's license will be permitted to pick without said license. Employees must complete required Fire Department Certificate of Fitness Training (C-26, F-16, G-35, G-52, P-15,).

## DUTIES OF SPECIALIST ERT:

Report all adverse conditions to respective Sub-Division Heads or Department involved, for corrective actions. Follow up reports and keep records. Must respond to all emergencies, and perform all other track maintenance. **Must work on tracks, and/or under traffic in various locations. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.**

## QUALIFICATIONS AND DUTIES OF SPECIALIST PESTICIDE TECHNICIAN

An employee selecting a Specialist Pesticide Technician job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing and remain full duty. **They must have held a qualified Dual Rate Pesticide Technician title.** Must show a driver's license valid in NY State. Employees who previously held a Specialist Pesticide Technician job without a driver's license will be permitted to pick this time without said license. They will be required to perform the entire task as outlined in their training. They will be required to take and pass a training program approved by the State of New York and obtain appropriate license. Failure to pass either the training or licensing exams will disqualify the employee from holding this job. Should this be the case, the employee will then be required to reimburse NYCT for the cost of their training. The job requires employee to inspect for and determine the presence of rodents and apply Pesticide Technician materials along the right of way throughout the property of NYCT. They will be required to accurately prepare and keep records required by the State as well as NYCT. They will be required to maintain and inventory all materials and equipment used in this operation. They will order replacements in a timely manner so as to ensure adequate inventories. **When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.** **The present cost of course is \$700.00. "SPECIALIST PESTICIDE TECHNICIAN WILL PERFORM IN THIS TITLE FOR A MINIMUM OF THREE YEARS".**

## QUALIFICATIONS AND DUTIES OF DUAL RATE- PESTICIDE TECHNICIAN:

An employee selecting a Specialist Pesticide Technician job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing and remain full duty. Must show a driver's license valid in NY State. Employees who previously held a Dual-Rate Pesticide Technician job without a driver's license will be permitted to pick this time without said license. They will be required to perform the entire task as outlined in their training. They will be required to take and pass a training program approved by the State of New York and obtain appropriate license. **Failure to pass either the training or licensing exams will disqualify the employee from holding this job. Should this be the case, the employee will then be required to reimburse NYCT for the cost of their training.** The job requires employee to inspect for and determine the presence of rodents and apply Pesticide Technician materials along the right of way throughout the property of NYCT. They will be required to accurately prepare and keep records required by the State as well as NYCT. They will be required to maintain and inventory all materials and equipment used in this operation. They will order replacements in a timely manner so as to ensure adequate inventories. **When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed. The present cost of course is \$700.00.**

## **QUALIFICATIONS FOR SPECIALIST WELDER/BURNER:**

An employee selecting a Specialist Welder/Burner job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending, climbing and must be Respirator qualified. **They must have held a qualified Specialist Welder/Burner or a qualified Dual Rate Welder/Burner or Welder Burner/Chauffeur job within the last 2 years.** All employees selecting a Welder/Burner job must attend the NYC Transit's Welding Training and Fire Department Certificate of Fitness Courses (C-26, F-30, G-38, G-46, G-52) and Lead Disturbance Training. All certifications must be up to date and presented at the time of the pick. At the completion of courses, employees must pass an examination. **"SPECIALIST WELDER/BURNER WILL PERFORM IN THIS TITLE FOR A MINIMUM OF THREE YEARS".**

## **DUTIES OF SPECIALIST WELDER/BURNER:**

Employees selecting this Specialist job must be capable of preparing, welding and grinding track parts, tools and equipment, burn holes, fastenings and fittings. Must familiarize themselves with track circuits and all other track maintenance and flagging duties as may be assigned. Must be able to qualify by field test in electric arc and gas welding methods or repairing track apparatus and appurtenances, in burning metal parts and fastenings with MAPP gas torch and who are familiar with **CONDITIONS REQUIRED TO CONDUCT THIS WORK SAFELY** and without hindrance to railroad traffic and street safety. Employees selecting must have a Burner's License or be able to qualify for it. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed. **Employees selecting fabrication jobs must repair, weld and grind frogs per MW-1 standards**

## **QUALIFICATIONS FOR DUAL RATE WELDER/BURNER:**

An employee selecting a Dual Rate Welder/Burner Job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending, climbing and must be Respirator qualified. **All employees selecting a Dual Rate Welder/Burner job must attend the NYC Transit's Welding Training and Fire Department Certificate of Fitness course (C-26, F-30, G-38, G-46, G-52) and Lead Disturbance Training.** At the completion of courses, employees must pass an examination and qualification period. **Any employee who fails to qualify will be reassigned to any available position.**

## **DUTIES OF DUAL RATE WELDER/BURNER:**

The following assignment is classified as Dual Rate Welder/Burner. Employees selecting this assignment must be able to walk structures, yards and subway tunnels. They will be used when necessary for relief due to the absence of any Welder/Burner, anywhere in the System, and perform the duties of a Welder/Burner.

## **QUALIFICATIONS AND DUTIES FOR SPECIALIST WELDER\BURNER\THERMIT WELDING:**

Employees selecting this Specialist Job will be required to perform all Thermit welding within the System. They will also be required to perform as a Welder/Burner during periods when Thermit Welding of rail is suspended. Employees selecting **must have a Burner's License or be able to qualify for it**. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.

## **DUTIES AND QUALIFICATIONS OF SPECIALIST WELDING INSPECTOR:**

An employee selecting a Specialist Welding Inspector job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending, climbing and they must be Respirator qualified. They **must have held a qualified Welding Inspector or a qualified Dual Rate Welding Inspector job within the last two years**. Must be a qualified Class II Rail Inspector (non-destructive). Must have a thorough knowledge of the operation of the Panametric Ultrasonic Tester and all related equipment. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed. **"SPECIALIST WELDING-INSPECTOR WILL PERFORM IN THIS TITLE FOR A MINIMUM OF THREE YEARS"**.

## **DUTIES AND QUALIFICATIONS FOR DUAL RATE SPECIALIST WELDING INSPECTOR:**

An employee selecting a Dual Rate Specialist Welding Inspector job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing and they must be Respirator qualified. A background in math and algebra and have the ability to learn Trigonometric formulas is helpful. The **employee will be trained in the proper use of the Panametric Ultrasonic Tester and related equipment and will be required to pass the qualifying exam upon completion of the training period. Must qualify as a Class II Rail Inspector (non-destructive)**.

## **QUALIFICATIONS FOR SPECIALIST ELECTRONIC FLASH BUTT WELDER:**

An employee selecting a Specialist Electronic Flash Butt Welder job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending, climbing and must be Respirator qualified. They must have held a qualified Specialist Welder/Burner or a qualified Dual Rate Electronic Flash Butt Welder or Welder Burner/Chauffeur job within the last 2 years. Must be familiar with Electric Arc and Gas Welding in burning metal parts and fastenings with Mapp Gas torch. All employees selecting a Welder Electronic Flash Butt Welder job must attend the NYC Transit's Welding Training and Fire Department Certificate of Fitness Courses (C-26, F-30, G-38, G-46, G-52) and Lead Disturbance Training. All certifications must be up to date at the time of the pick. At the completion of courses, employees must pass an examination. **"SPECIALIST ELECTRONIC FLASH BUTT WELDER WILL PERFORM IN THIS TITLE FOR A MINIMUM OF THREE YEARS"**.



### **DUTIES OF SPECIALIST ELECTRONIC FLASH BUTT WELDER:**

Employees selecting this Specialist job **must be familiar with Electric Arc and Gas Welding in burning metal parts and fastenings with Mapp Gas torch.** Will be required to perform all duties associated with Plasser K-355 Electric Flash Butt Welding head, slotting and removing defective welds, prepping rail ends, interpreting chart recorder, reading changing chart paper, marking needle pens and recording all information regarding welding and safe performance of same. Must have knowledge of the operation of the Ultrasonic Weld Testers and equipment for future level I inspections (non-destructive). **When not engaged in the duties of a specialist ELECTRONIC FLASH BUTT WELDER, employee will perform the duties of a Track Worker OR WELDER BURNER as directed.**

### **QUALIFICATIONS FOR DUAL RATE ELECTRONIC FLASH BUTT WELDER:**

An employee selecting a Dual Rate Electronic Flash Butt Welder Job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending, climbing and must be Respirator qualified. All employees selecting a Dual Rate Electronic Flash Butt Welder job must attend the NYC Transit's Advance Welding, Ultrasonic, Electric Arc Gas Training and Fire Department Certificate of Fitness course (C-26, F-30, G-38, G-46, G-52) and Lead Disturbance Training. At the completion of courses, employees must pass an examination and qualification period.

### **DUTIES OF DUAL RATE ELECTRONIC FLASH BUTT WELDER:**

The following assignment is classified as Dual Rate Electronic Flash Butt Welder. Employees selecting this assignment **must be able to walk structures, yards and subway tunnels.** They will be used when necessary for relief due to the absence of any Electronic Flash Butt Welder, anywhere in the System, and perform the duties of an Electronic Flash Butt Welder.

### **QUALIFICATIONS FOR SPECIALIST CLIPPER:**

An employee selecting a Specialist Clipper job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. **Employees selecting this assignment must be able to walk structures, and HAVE NO FEAR OF HEIGHTS.** They **must have held a qualified Specialist Clipper or qualified Dual Rate Clipper job within the last two years.** Employees selecting must be skilled in the operation of trucks within the Division of Track and their hydraulic operating hoists, tail lifts, etc. Must show a Driver's License valid in N.Y. State, possess a Class "B" CDL permit and must obtain a Class "B" Commercial Driver's License including endorsement for Hazardous Material (B-X License), with no restrictions, in no more than two attempts within a two month period beginning from the date they are first scheduled for training and meet all requirements to operate a motor vehicle. Must attend fall protection training. **All employees selecting Clipper job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job including Fire Department Certificate of Fitness (C-26, F-16, G-35, G-52).** At the completion of OJT, employees must pass an examination. **"CLIPPERS WILL PERFORM IN THIS SPECIALIST JOB FOR A MINIMUM OF THREE YEARS.**

## DUTIES OF SPECIALIST CLIPPER:

Must be familiar with assembly and operation of power tools. **Employees selecting this assignment must be able to walk structures, and HAVE NO FEAR OF HEIGHTS.** Will be responsible for having sufficient materials, tools and equipment for safe and productive operation. Must be able to specify column numbers of work locations, report daily work production to Office of Sub-Division Head and keep records of it. Will direct trucks in work areas and be familiar with street flagging procedures. Will be responsible to operate trucks to and from job sites. Will be responsible for releasing truck, at proper time, after completion of days' work. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.

## QUALIFICATIONS FOR DUAL RATE CLIPPER:

An employee selecting a Dual Rate Specialist Clipper job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. **Employees selecting this assignment must be able to walk structures, and HAVE NO FEAR OF HEIGHTS.** Employees selecting must be skilled in the operation of Track and Infrastructure trucks and their hydraulic operating hoist, tail lifts, etc. Must show a Driver's License valid in N.Y. State, possess a Class "B" CDL permit and must obtain a Class "B" Commercial Driver's License including endorsement for Hazardous Material (B-X License), with no restrictions, in no more than two attempts within a two month period beginning from the date they are first scheduled for training and meet all requirements to operate a motor vehicle. Must attend fall protection training. **All employees selecting Dual Rate Clipper job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job including Fire Department Certificate of Fitness (C-26, F-16, G-35, G-52). At the completion of OJT, employees must pass an examination.**

## DUTIES OF DUAL RATE CLIPPER:

Employees selecting this assignment **must be able to walk structures, and HAVE NO FEAR OF HEIGHTS.** They will be used when necessary, for relief due to the absence of any Clipper, anywhere in the System, and perform the duties of a Specialist Clipper.

## DUTIES OF DUAL RATE PANEL PREP:

An employee selecting this position **MUST NOT have a fear of heights.** They must possess good hearing and eyesight, and their state of health must be such that they can perform duties that require lifting, bending, and climbing while wearing and using Fall Protection, Chaps, and Shin Guards. The employee must have completed Fall Arrest training and must be familiar with the use of Lanyards, Harnesses, and Rail Sliders. They will be used when necessary, and under supervision they will be responsible for the cut-out operation which includes the removal and installation of Type III Track Panels on the elevated structure. All employees selecting the Dual Rate Panel Prep position must complete on the job training (OJT) and display the abilities to perform the required duties within a 15 weekend evaluation period. If the employee cannot successfully perform the required duties at the end of the evaluation period, she/he will be re-assigned to any open position at that time. **When not engaged in the duties of a Dual Rate Panel Prep, the employee will perform the duties of a Track Worker as directed.**

## QUALIFICATIONS FOR SPECIALIST OPERATOR:

An employee selecting a Specialist Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. They must have held a qualified Specialist Operator job or a qualified Dual Rate Specialist Operator job within the last two years. Must have a Driver's License valid in N.Y. State equal to a Class "B" Commercial Driver's License and meet all requirements to operate motor vehicles. All employees selecting Specialist Operator job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job. At the completion of OJT, employees must pass an examination. **"SPECIALIST OPERATORS WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF THREE YEARS"**.

## DUTIES OF SPECIALIST OPERATOR:

Must be qualified to operate all heavy equipment including TRT, Forklift, Cat, Gradall, Pay-loader, Pendant Floor Operated Crane and any special equipment used in track construction (except hydraulic, lattice boom and Mobile Cranes). Must make daily inspections of all visible moving parts, including completion of checklist, of all moving parts and check lubrication, oil, and water level, cooling system and fuel. They will be responsible for maintaining the proper greasing and oiling of all required parts as stated in the manufacturer manual. Will fill out all required forms and reports as requested by the General Superintendent's Office. Employee must also be capable of dropping ballast from structure locations to system wide yard depots, and must do so while working independently of supervision, all while utilizing proper personal protective equipment. Will make all arrangements with appropriate Yard Master for work train moves covering the unloading of designated hoppers, and will provide written and phone reports as required. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.

## QUALIFICATIONS FOR DUAL RATE SPECIALIST OPERATOR:

An employee selecting a Dual Rate Specialist Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. **Must show a Driver's License valid in N.Y. State, possess a Class "B" CDL permit and must obtain a Class "B" Commercial Driver's License, including endorsement for Hazardous Material (B-X License) with no restrictions,** in no more than two attempts within a two month period beginning from the date they are first scheduled for training and meet all requirements to operate motor vehicles. All employees selecting Specialist Operator job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job. At the completion of OJT, employees must pass an examination.

## DUTIES OF DUAL RATE SPECIALIST OPERATOR:

The following assignment is classified as Dual Rate Specialist Operator. They **will be used when necessary, for relief due to the absence of any Specialist Operator, anywhere in the System, and perform the duties of a Specialist Operator.** Employee must also be capable of dropping ballast from structure locations to system wide yard depots, and must do so while working independently of supervision, all while utilizing proper personal protective equipment. Will make all arrangements with appropriate Yard Master for work train moves covering the unloading of designated hoppers, and will provide written and phone reports as required.

## QUALIFICATIONS FOR SPECIALIST CRANE OPERATOR:

An employee selecting a Specialist Crane Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. They **must have held a qualified Specialist Crane Operator job or a qualified Dual Rate Specialist Crane Operator job within the last two years.** **Must have a Driver's License valid in the State of N.Y. equal to a Class "B" Commercial Driver's License and meet all requirements to operate motor vehicles.** All employees selecting Specialist Crane Operator job must complete on-the-job training (OJT = 30 days) and be pre-trained in the specified Hydraulic and Lattice Boom Training courses that NYC Transit may give concerning the above job. At the completion of OJT, employees must pass an examination. **"SPECIALIST CRANE OPERATORS WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF THREE YEARS".**

## DUTIES FOR SPECIALIST CRANE OPERATOR:

Must have the ability and be qualified to operate and maintain Hydraulic or Lattice Boom Cranes including Mantis Ten Ton, Three-Ton and One-Ton Rail Cars, Rail-handler, Pettibone, 30 Ton, Speedswing and any additional boom operated equipment including all heavy equipment previously qualified to operate. Must be capable of operating the equipment on Mainline, Right-Of-Way, Storage Yards and other locations as required. Must make daily inspections of all visible moving parts and will be responsible for the completion of equipment checklist, maintaining the proper greasing, oiling and fluid levels of all required parts as stated in the manufacturer's manual. Will be responsible for ordering of fuel, grease, oil and any other items needed to maintain proper operation of crane. Will fill out all necessary report forms and immediately forward them to the Division General Superintendents. Will immediately report to the Division office any defects that would hinder the operation of crane. **When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.**

## QUALIFICATIONS FOR DUAL RATE SPECIALIST CRANE OPERATOR:

An employee selecting a Dual Rate Specialist Crane Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. **Must show a Driver's License valid in N.Y. State, possess a Class "B" CDL permit and must obtain a Class "B" Commercial Driver's License including endorsement for Hazardous Material (B-X License) with no restrictions,** in no more than two attempts within a two month period beginning from the date they are first scheduled for training and meet all requirements to operate motor vehicles. All employees selecting a Specialist Crane Operator job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job. At the completion of OJT, employees must pass an examination. **Failure to pass or complete any test or exam, in no more than two consecutive attempts, said employee will not be allowed to pick back into this title for a period of two years, and they will be reassigned to an open track worker position.**

## DUTIES OF DUAL RATE SPECIALIST CRANE OPERATOR:

The following assignment is classified as Dual Rate Specialist Crane Operator. They will be used when necessary, for relief due to the absence of any Specialist Crane Operator, anywhere in the System, and perform the duties of a Specialist Crane Operator.

## QUALIFICATIONS FOR TRACK WORKER-SPECIALIST CHAUFFEUR:

An employee selecting a Specialist Chauffeur job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. They **must have held a qualified Specialist Chauffeur job or a qualified Dual Rate Specialist Chauffeur job within the last two years.** Any employee selecting this title must possess a **valid NYS Commercial Driver's License A-X/W (Hazmat/Tanker/Tow Truck Endorsements) with no restrictions.** **They must pass the Transit Authority Qualification given at NYC Transit by Fleet Operations. If they fail to pass the TA Qualification given by Supervision at NYC Transit Fleet Operations; they will be disqualified from the Specialist Chauffeur position and be reassigned to whatever Track Worker vacancy exists at the time.** They will be disqualified from picking a Dual Rate or Specialist Chauffeur position in Fleet Operations for one (1) year. Employees selecting this title must be skilled in the operation of all vehicles within the Division of Track (Tractor Trailers/ Fuel Trucks/ Tankers/Roll Offs/ Car Carriers/ Dump Trucks/ Dump Trailers/ Tow Trucks/ Low Boys/ XLB's) etc.

Must have the ability to tow trailers with wide loads, fully loaded with equipment through city streets. Must also be able to dump debris from dump trailers and dump trucks at various vendors under all conditions with no restrictions. Specialist Chauffeurs must have minimum of (40) hours of training and will be TA Qualified on each piece of equipment. Chauffeurs are responsible for performing light maintenance on trucks and trailers (i.e. check fluids, replace bulbs, fuses, mud flaps) and will include the cleaning of both the interior and exterior of any assigned vehicle. Must be familiar with the shortest and proper truck routes to all shops, yards and work locations. **When Specialists are not driving they must perform other duties as required by Supervision. Employees selecting Specialist Chauffeur in Fleet Operations might entail a higher incidence of overtime needed to complete scheduled track work. "SPECIALIST CHAUFFEURS WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF THREE YEARS".**

## DUTIES AND QUALIFICATIONS FOR DUAL RATE SPECIALIST CHAUFFEUR:

An employee selecting a Dual Rate Track Worker Specialist Chauffeur job **must be a permanent Track Worker** and possess good hearing, eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing; and pass the required medical exam. **Employees must possess a valid NYS Commercial Driver's License Class B-X/W (Tanker /Tow Truck Endorsements) and Class A permit or better, with no restrictions.** **They must pass the 3 week Driver Training Course given at NYC Transit by Driver Training Facility and must obtain a A- CDL, with no restrictions.** If they fail to pass the Vehicle Operation Test given by NYC Transit, they will be disqualified from the Dual Rate Specialist Chauffeur position and be reassigned to whatever Track Worker vacancy exists at the time.

They will be disqualified from picking a Dual Rate or Specialist Chauffeur position in Fleet Operations for one (1) year. All employees selecting a Dual Rate Track Worker Chauffeur Specialist job must complete OJT within 30 days and must obtain an A-X/W CDL, with no restrictions, in no more than two attempts within a two month period beginning from the date they are first scheduled for training. The assignment classified as Dual Rate Specialist Chauffeur will be used when necessary, for relief due to the absence of any Specialist Chauffeur, anywhere in the System, and performs the duties of a Specialist Chauffeur. Employees are responsible for performing light maintenance on trucks (i.e. check fluids, replace bulbs, fuses, mud flaps,) and will include the cleaning of both the interior and exterior of any assigned vehicle. Employees selecting Dual Rate Specialist Chauffeur in Fleet Operations might entail a higher incidence of overtime needed to complete scheduled track work.

**If upon completion of a thirty (30) day period, an employee fails to qualify for this position, they will be assigned to whatever vacancy exists at that time. Dual Rate Specialist Chauffeurs will be paid Specialist Rate when operating in the Chauffeur capacity as stipulated.**

### **QUALIFICATIONS FOR SPECIALIST TAMPER OPERATOR:**

An employee selecting a Specialist Tamper Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. They **must have held a qualified Specialist Tamper or a Dual Rate Specialist Tamper title.** Their state of health must be such that they can perform duties that require extensive walking on ballasted track, lifting, bending and climbing. Computer knowledge needed for the operation of the Tamper AGGS system and Ballast Regulator PLC system. Must be able to navigate and input data into required fields of AAGS and must know how to navigate thru PLC system in order to operate equipment. Will be responsible for the operation of the Tamper Ballast Regulator, including trip cock operation, charging the brake system and diversion valve and have thorough knowledge of mainline and yard tracks for over the road travel. All employees selecting this job must complete on-the-job training (OJT = 30 days) and attend all related training and certification. **When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker or as required. SPECIALIST TAMPER OPERATOR WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF THREE (3) YEARS.**

### **QUALIFICATIONS FOR DUAL RATE SPECIALIST TAMPER OPERATOR:**

An employee selecting a Dual Rate Specialist Tamper Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. Will be responsible for the operation of the Tamper, ballast regulator or as required. They will be used when necessary for relief due to the absence of any Tamper Operator. All employees selecting this job must complete on-the-job training (OJT = 30 days) and attend all related training and certification.

### **QUALIFICATIONS FOR SPECIALIST TIE INSERTER OPERATOR:**

An employee selecting a Specialist Tie Inserter Operator job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing. They must have held a qualified Specialist Operator or D/R Specialist Operator job within the last two years. **Must have a Driver's License valid in N.Y. State equal to a Class "B" Commercial Driver's License and meet all requirements to operate motor vehicles.** All employees selecting Specialist Tie Inserter Operator job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job. At the completion of OJT, employees must pass an examination. **"SPECIALIST TIE INSERTER OPERATORS WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF THREE YEARS".**

### **DUTIES OF SPECIALIST TIE INSERTER OPERATOR:**

Must be qualified to operate the Heavy Duty Tie Inserter/ Extractor Machine in addition to all heavy equipment including TRT, Forklift, Cat, Gradall, Pay-loader, Pendant Floor Operated Crane and any special equipment used in track maintenance and construction (except hydraulic, lattice boom and Mobile Cranes). Must make daily inspections of all visible moving parts, including completion of checklist, of all moving parts and check lubrication, oil, and water level, cooling system and fuel. They will be responsible for maintaining the proper greasing and oiling of all required parts as stated in the manufacturer manual. Will fill out all required forms and reports as requested by the General Superintendent's Office. **When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.**

## **DUTIES AND QUALIFICATIONS FOR NON CDL SPECIALIST OPERATOR:**

Employees selecting the Pilot Full/ Rate Wet Saw Operator must be familiar with the operation of power tools/chain saws and must not have a fear of heights. Their state of health must be such that they can perform duties that require lifting, bending, climbing, and operating chain saws, while wearing chaps, and shin guards, eye protection, face shields and all other required PPE. Employee shall be required do to the nature of the work to work with various track divisions system wide where the wet saw cutting is required on a daily or nightly basis, and pre-tour and post-tour. Employee will be given a 30- day (OJT) work evaluation period in which to qualify.

**If the employee fails to qualify for this position within A thirty (30) day the evaluation period He/she shall be assigned to whatever vacancies exist at that time. When not engaged in the wet saw duties the employee will perform the duties of a track worker as directed.**

## **QUALIFICATIONS FOR DUAL RATE NON CDL SPECIALIST OPERATOR:**

Employees selecting the Pilot Full/ Rate Wet Saw Operator must be familiar with the operation of power tools/chain saws and must not have a fear of heights. Their state of health must be such that they can perform duties that require lifting, bending, climbing, and operating chain saws, while wearing chaps, and shin guards, eye protection, face shields and all other required PPE. Employee shall be required do to the nature of the work to work with various track divisions system wide where the wet saw cutting is required on a daily or nightly basis, and pre-tour and post-tour. Employee will be given a 30- day (OJT)) work evaluation period in which to qualify.

**If the employee fails to qualify for this position within A thirty (30) day the evaluation period He/she shall be assigned to whatever vacancies exist at that time. When not engaged in the wet saw duties the employee will perform the duties of a track worker as directed.**

## **DUTIES AND QUALIFICATIONS FOR SPECIALIST WORK TRAIN EQUIPMENT INSPECTOR:**

An employee selecting this title **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing and pass the required medical exam. They must have knowledge of track material and be able to work independently in inventorying material on incoming work trains. Receives instructions from using departments on disposition of material returned on work trains and prepares applicable written reports and documents. Reports directly to the Superintendent of Work Trains or his assigned Supervisor. **If upon completion of a ten (30) day period, an employee fails to qualify for this position, they will be assigned to whatever vacancy exists at that time. When not engaged in the duties of a specialist, employee will perform the duties of a Track Worker as directed.**

## **DUTIES AND QUALIFICATIONS FOR DUAL RATE SPECIALIST WORK TRAIN EQUIPMENT INSPECTOR:**

An employee selecting this title **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they can perform duties that require lifting, bending and climbing and pass the required medical exam. **The assignment of Dual Rate Specialist Work Train Equipment Inspector will be used when necessary for relief due to absence of any Specialist Work Train Equipment Inspector and employees picking this assignment will perform the duties as described above.**

## **QUALIFICATIONS FOR SPECIALIST OPERATOR VACUUM TRAIN:**

An employee selecting this position **must be a permanent full duty Track Worker**. They **must have held a qualified Specialist Operator Vacuum Train or a Dual Rate Specialist Operator Vacuum Train job within the last two years**. They must have taken and passed all qualification courses required to operate both vacuum and propulsion over the NYCT system. They will be required to take and pass annual physicals and be respirator qualified. They must understand and perform all inspections and maintenance required and performs other duties as required. **When not engaged in the duties of a specialist, employee will perform duties of a Track Worker as directed. Tour of duty changes will be required as schedules are established.**

**SPECIALIST OPERATOR VACUUM TRAIN WILL PERFORM IN THIS SPECIALIST TITLE FOR A MINIMUM OF THREE YEARS.**

## **QUALIFICATIONS FOR DUAL RATE SPECIALIST OPERATOR VACUUM TRAIN:**

An employee selecting a Dual Rate Specialist Operator Vacuum Train **must be a permanent full duty Track worker**. They must take and pass all qualification courses required to operate the Vacuum System. They will be required to take and pass annual physicals and be Respirator qualified. They will be required to take and pass all courses the Specialist Operators are required to and stay current with it. They will perform other duties relating to the safe and efficient operation of the Vak-Train when not performing as a Specialist. **Tour of duty changes will be required as schedules are established.**

## **QUALIFICATIONS for SPECIALIST TRACK CLEANING:**

An employee selecting this position must be a permanent full duty flagging qualified Track Worker with a current certification status. They will be required to set up and take down flagging arrangements of all types for track cleaning crews. They will be required to take and pass annual flagging refresher classes and be flagging qualified at all times. They must have taken and passed all qualifications required to operate all facets of the mobile vacuum system and its various units. They must understand and perform all inspections and maintenance required and perform other duties as well. When not engaged in the duties of a specialist, employee will perform duties of a Track Worker. Tour of duty changes will be required as schedules are established.

**If the employee fails to qualify for this position within A thirty (30) day the evaluation period He/she shall be assigned to whatever vacancies exist at that time.**

**Specialist Track Cleaning will perform in this specialist title for a minimum of three (3) years.**

**(ONLY For the inception year 2018 Specialist are not required to be Dual Rate.)**

## **DUAL RATE SPECIALIST TRACK CLEANING:**

An employee selecting this position must be a **permanent full duty flagging qualified Track Worker with a current certification status**. They will be required to set up and take down flagging arrangements of all types for track cleaning crews. They will be required to take and pass annual flagging refresher classes and be flagging qualified at all times. They must have taken and passed all qualifications required to operate all facets of the mobile vacuum system and its various units. They must understand and perform all inspections and maintenance required and perform other duties as well. When not engaged in the duties of a specialist, employee will perform duties of a Track Worker. Tour of duty changes will be required as schedules are established.

**If the employee fails to qualify for this position within A thirty (30) day the evaluation period He/she shall be assigned to whatever vacancies exist at that time.**



## **TEM VACUUM TRAIN:**

An employee selecting this position **must be a full duty TEM**. They must take and pass all courses in the operation and trouble shooting of the Vacuum system. They will be required to operate both major functions of the system. They will be required to understand and demonstrate their ability to make permanent and temporary repairs to all aspects of the systems and to trouble shoot these problems as directed by the computer diagnostics. They will be required to take and pass annual physical examinations and be respirator qualified. **Tour of duty changes will be required as schedules are established.**

## **DUAL RATE TRACK WORKER/CHAUFFEUR:**

An employee selecting a Dual Rate Track Worker/Chauffeur job **must be a permanent Track Worker** and possess good hearing and eyesight. Their state of health must be such that they **can perform duties that require lifting (50 lbs.), bending and climbing.** Duties include, but are not limited to, driving, flagging and lifting. Employees selecting Dual Rate Track Worker/Chauffeur must be skilled in the operation of all Track and Infrastructure trucks and their hydraulically operated hoists, tail lifts, dump bodies (except for tractor trailer combinations). Must have the ability to tow several small trailers, fully loaded with equipment through city streets. **Must have a Driver's License valid in N.Y. State, possess a Class "B" CDL permit and must obtain a Class "B" or "B-H" Commercial Driver's License** as required and meet all requirements to operate motor vehicles. They must receive and qualify for the Hazardous Material X-B License Endorsement training. Must complete Fire Department Certificate of Fitness (C-26, F-16, G-35, G-46, G-52, P-15). Employees selecting must be familiar with the shortest and proper truck routes to all shops, yards and work locations. "See Duties and Qualifications on Job Picks". Employees are responsible for performing light maintenance on trucks (i.e. check fluids, replace bulbs, fuses, mud flaps) and will include the cleaning of both the interior and exterior of any assigned vehicle

## **DUTIES AND RESPONSIBILITIES OF TRACK WORKER:**

Under supervision; maintain, install, inspect, test, alter, and repair the track and roadway in subway and elevated service under operating conditions. Perform such other duties as the New York City Transit is authorized by law to prescribe in its regulations, including but not limited to debris removal, loading and unloading of the same. On any Track worksite, demolished concrete can be shoveled, bagged and removed by Track Workers and/or Structure Maintainers B. Examples of typical tasks:

Maintain, install, inspect, test, alter and repair rails, frogs, switches, ties and plates, insulated joints, special work and perform the associated adjusting, tamping, welding, grinding, greasing and cleaning. If assigned, perform inspection work on new equipment and material and manufacturing plants.

## **DUTIES AND RESPONSIBILITIES OF TRACK WORKER – FLAGGER in Track RC 2837 Cleaning Gangs (3711 – 3729):**

Under supervision; maintain, install, inspect, test, alter, and repair the track and roadway in subway and elevated service under operating conditions. Perform such other duties as the New York City Transit is authorized by law to prescribe in its regulations, including but not limited to debris removal, loading and unloading of the same. On any Track worksite, demolished concrete can be shoveled, bagged and removed by Track Workers and/or Structure Maintainers B. Examples of typical tasks:

Maintain, install, inspect, test, alter and repair rails, frogs, switches, ties and plates, insulated joints, special work and perform the associated adjusting, tamping, welding, grinding, greasing and cleaning. If assigned, perform inspection work on new equipment and material and manufacturing plants.

Shall place flagging lights at the prescribed destinations as outlined in the Station Cleaning Track Flagging Database Book (or designated equal document) in lieu of the Track Supervisor placing the flagging lights. In all other locations where flagging is required, the current flagging protocols shall apply.

#### **DUTIES FOR RAILROAD TRACK CLEANER:**

Under supervision, to clean, sweep, scrape and remove dirt and debris from the roadbed, wide areas, and all positions of the System. Perform such other duties as the New York City Transit is authorized by law to prescribe in its regulations.

#### **EXAMPLES OF TYPICAL TASKS:**

Clean, sweep, scrape and remove dirt and debris from the road bed, wide areas, manholes and all other portions of track-ways throughout the system under railroad service.

#### **DUTIES AND QUALIFICATIONS OF TRACK EQUIPMENT MAINTAINER:**

Maintain, test, alter, repair and operate electro-mechanical hydraulic track and construction equipment in the shop or in the field. Perform such other duties as New York City Transit is authorized by law to prescribe in its regulations. **Any non-probationary TEM is required to maintain either a Class 3 or a Class B CDL (with Hazardous Material endorsement),** in accordance with applicable Civil Service requirements in effect at the time of their appointment to the title of Track Equipment Maintainer, must possess and maintain an unrestricted Class B CDL. **Probationary TEMs are required to obtain an unrestricted Class B CDL with Hazardous Material endorsement by the completion of their probationary period and maintain** same as prescribed by the current NYC Department of Civil Service requirements. TEMs attending training must satisfactorily pass any written or practical examination or be subject to reassignment.

#### **DUTIES & QUALIFICATIONS FOR TEM VACUUM TRAIN**

An employee selecting this position **must be a full time TEM.** They must show the ability to inspect, troubleshoot, and make temporary repairs and all duties required to the safe and efficient operation of the Vacuum Train. Tour of duty changes will be required as schedules are established.

#### **TEM TROUBLESHOOTER:**

Must have troubleshooting skills in order to independently identify causes for malfunctions. Must repair all types of electrical, hydraulic, pneumatic and mechanical systems on all specialized Production Equipment.

#### **TEM HYDRAULIC REPAIR:**

Must have a thorough knowledge of hydraulic repair and be trained in the proper use of all hydraulic equipment; including low meter and test bench. Must know proper procedures used in testing and rebuilding hydraulic pumps, motors and cylinders.

### **TEM ENGINE REPAIR:**

Must have a thorough knowledge of procedures used in the overhaul and testing of diesel and gas engines. Must have a working knowledge of automotive machinery, particularly valve grinding and cylinder head surfacing.

### **TEM WELDER:**

Must be able to weld vertical and overhead. Must know the proper rod and heat range for all material. Must be able to gas weld and burn. Must operate air, arc, mig and tig equipment.

### **TEM RAIL GRINDER REPAIR:**

Must have knowledge of electronics, hydraulics, pneumatics and mechanics as used on the Rail Grinder as in use on NYC Transit property.

### **TEM WELDING PLANT TROUBLESHOOTER/REPAIR:**

Will be required to troubleshoot, maintain and repair Plasser welding head and all welding plant equipment in use on NYC Transit property. Must be knowledgeable with all phases of rail welding operation and state of the art technology.

### **TEM CRANE REPAIR:**

Will be required to service, repair, troubleshoot, and inspect overhead cranes. Must have knowledge of rules and regulations governing crane maintenance and operation. Must have knowledge of electrical, electronics, and mechanics as used on cranes in use on NYC Transit property.

### **TEM VACUUM TRAIN:**

An employee selecting this position **must be a full duty TEM**. They must have taken and passed all courses in the operation and trouble shooting of the Vacuum system. They will be required to operate both major functions of the system. They will be required to understand and demonstrate their ability to make permanent and temporary repairs to all aspects of the systems and to trouble shoot these problems as directed by the computer diagnostics. They will be required to take and pass annual physical examinations. **THEY WILL BE REQUIRED TO PERFORM IN THIS TITLE FOR A MINIMUM OF THREE YEARS. Tour of duty changes will be required as schedules are established.**

### **DUTIES & QUALIFICATIONS FOR TRACKWORKER-SPECIALIST CHAUFFEUR (ERT)**

An employee selecting a Track worker-Specialist Chauffeur (ERT) job **must possess all of the qualifications and perform all of the duties of a Track worker/Chauffeur-Non Specialist. In addition to the Class "B" C.D.L permit, they must obtain a Class "B" C.D.L. license, including an endorsement for Hazardous Material** (B-X License), with no restrictions, in no more than two attempts within a two month period beginning from the day they are first scheduled for training and meet all requirements to operate Motor Vehicles.

Also, a Specialist Chauffeur (ERT) must, on a daily basis: inventory all contents of truck; start-up and check all power tools; inspect for leaks, damaged rings and/or collars, etc. of all Hoesch Equipment including but not

limited to, Hydraulic Power Unit and Hydraulic Bench Controller. They must ensure all re-railing equipment (if necessary) is fully charged and is ready for immediate use. All employees selecting Track Worker Specialist Chauffeur (ERT) job must complete on-the-job training (OJT = 30 days) and any training that NYC Transit may give concerning the above job. At the completion of the OJT employee if the employee who fails to qualify for position he/she will be reassigned to whatever position is available.

**TEM ELECTRONIC TROUBLESHOOTER:**

Must be qualified in electro-mechanical troubleshooting and repair. Must have knowledge of electricity to maintain, test, alter and repair equipment in the shop or in the field. Must be trained in the repair and troubleshooting of 600-volt direct current input welders.

**TEM LUBRICATOR:**

Will be required to service, repair, troubleshoot and inspect as outlined. Maintain all records and submit written and oral reports as outlined. Will be responsible for removing, replacing, installing and relocating lubricator equipment as track conditions change. Must assume responsibility for the sub-section and for its upkeep.

**TEM CRANE INSPECTOR:**

Must have thorough knowledge of rules and regulations governing crane maintenance and operations. Must be able to inspect and give a written report on a crane of any type in use on NYC Transit property and recommend required repairs.

**\*TEM TAMPER REPAIR:**

Must have knowledge of electronics, hydraulics, pneumatics and mechanics as used on Tampers and Ballast Regulators as in use on NYC Transit property.

**HOLIDAY COVERAGE FOR SPECIALIST TRACK INSPECTORS**

Holiday coverage for Specialist Track Inspectors and Dual Rate Track Inspectors will be as follows: All Track Inspectors will be canvassed to work each holiday. Should the Section Track Inspectors and Dual Rate Track Inspectors decline, a canvass will be made in Seniority Order to the Senior Dual Rate Track Inspector in the Responsibility Center to work the holiday tour. If there is still no holiday coverage for the Track Inspector Section, the junior person in the responsibility center, whether a Track Inspector or Dual Rate Track Inspector will be ordered to work (in reverse seniority).

**SPECIALIST LOCK-IN**

Employees selecting jobs with a lock-in are required to complete one (1) lock-in term. Any employee who has completed their lock-in requirement, one (1) lock-in term, and chooses to pick the same Specialist title, will be permitted to bid out of that title. Fully trained and qualified Track Workers may displace junior employees in a locked-in specialist position based on seniority at the pick or bid within two (2) years after leaving the specific specialist or dual rate position.