



NEW ORLEANS PUBLIC BELT RAILROAD

JOB OPENING

Date: January 12th, 2021

From: Ari Ferrand-Goodwin
Human Resources Generalist

Position(s): Trainmaster
Department: Transportation Department
Annual Salary: \$90,000 - \$100,000 based on experience
Closing date: January 26th, 2021

New Orleans Public Belt seeks to hire one (1) Trainmaster. Panel interviews will be conducted.

Apply early as this job may be removed or filled prior to the closing date. All communication with applicants will be by email. Please check your email on a daily basis. No phone inquiries please. Due to the volume of calls received, we are unable to personally contact each applicant. If we are interested in scheduling an interview, a representative from NOPB will contact you.

Apply online at <https://www.railnola.com/community/careers> (preferred method).

Alternatively, you may submit a comprehensive resume to:

Human Resources
New Orleans Public Belt Railroad
4822 Tchoupitoulas Street
New Orleans, LA 70115
Fax (504) 896-7452
Email: ari.ferrand-rodgers@railnola.com

Applicants must be capable of fulfilling all duties listed on the Job Description and must meet educational qualifications and experience requirements listed.

The successful applicant will be placed under the supervision of the Vice President, Transportation.

New Orleans Public Belt Railroad is an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to race, color, religion, sex (including pregnancy), sexual orientation, national origin, age, disability or genetic information.

NEW ORLEANS PUBLIC BELT RAILROAD CORPORATION (NOPB)

Title: TRAINMASTER

POSITION SUMMARY:

Oversees train operations and is responsible for the safe and efficient movement of all trains within an assigned territory or terminal. Oversees assignment of resources and the management of assets and processes within a terminal or territory. Accountable for execution of the service plan to include production, quality, cost containment, and reassignment of resources as necessary to achieve maximum efficiency. Ensures the safety of crews and meets operational and financial targets as outlined by the service plan and associated key performance indicators.

Reports directly to the Superintendent of Transportation.

POSITION REQUIREMENTS:

Formal Education:

- High school diploma or equivalent required.
- College degree or equivalent field experience preferred.

Experience:

- Minimum 3 years of transportation and/or logistics experience.
- Operations management experience preferred.
- Supervisory and performance management experience preferred.
- Prior experience working with employees covered by a collective bargaining agreement preferred.
- Previous experience in the use and application of enterprise resource planning tools (e.g., operating systems) preferred.

Licenses and/or Certifications:

- Current driver's license with clear driving record is required.

Skills:

- Basic computer skills including Microsoft Office products.
- Strong verbal and written communication skills.
- Self-motivated.
- Basic problem solving and root cause analysis.
- Strong organization and prioritization skills with high attention to detail.

Availability:

- Requires commitment to irregular work hours in support of the success of a 24/7 operation. Commonly works extended hours and shifts, including nights, weekends, and holidays.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Responsible for the safe and efficient handling of rail traffic.
- Directs supervision of train and engine service employees, yardmasters, EDI clerks, carmen, and other key personnel.

NEW ORLEANS PUBLIC BELT RAILROAD CORPORATION (NOPB)

Title: TRAINMASTER

- Conducts regularly scheduled employee meetings and programs to emphasize safety and discuss mitigation of risks.
- Investigates incidents, determines root cause, reports findings, and implements corrective actions as necessary to prevent recurrence.
- May serve as a first responder to critical incidents.
- Manages resources and assets in a cost effective manner.
- Makes recommendations regarding hiring and performance management of staff.
- Uses telephone, cellular phone, radio, or other communication device for coordination of rail traffic with connecting rail lines.
- Responsible for the implementation of an aggressive safety program, as well as conducting and reporting operational efficiency testing.
- Position requires handling of crews and making tactical decisions for car movement.
- Controls movement of trains and other rail-mounted equipment within existing operating rules and Federal Railroad Administration (FRA) regulations.
- Implements Hazardous Materials or other action plan, should the need arise.
- Prepares reports regarding accidents, personal injuries, derailments, and other pertinent information.
- Operates company vehicles (automobiles, pickup trucks, light trucks) in accordance with company policy.
- Enforces rules and regulations provided by city, state, and federal government.
- Provides customer satisfaction by fulfilling target goals daily. Assists in providing resolution to neighborhood complaints.
- Responsible for man hours worked, watching closely to avoid violating hours of service act or overtime expense.

WORKING CONDITIONS:

- May work within a shop environment, but may also work in open rail yards and on line-of-road.
- Must be able to work in all types of weather conditions.
- Good hearing and vision required.
- Must be able to sit and stand for extended periods of time.
- Manual dexterity, and good hand-eye coordination required.
- Must be able to push, pull, lift, and carry up to 25 pounds frequently, 50 pounds occasionally, and assist in the infrequent movement of weights of up to 75 pounds.
- Must be able to move and adjust knuckles weighing up to 85 pounds.
- Must be able to operate track switches and climb ladders.
- Must be able to walk and work on ballast or other uneven surfaces.
- Must be able to mount, dismount, and work on and around locomotives.

SPECIAL REQUIREMENTS:

- Safety equipment and personal protective equipment must be worn when and where needed.
- Employee must have dependable transportation and a telephone.
- Employee will be required to obtain a Transportation Worker Identification Credential (TWIC).
- All positions require pre-employment background verification, medical review, and drug and alcohol screens.

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Title: TRAINMASTER

The duties, responsibilities and qualifications in this posting are representative categories to be used by an applicant in deciding whether to apply for the position. These general guidelines do not constitute an exhaustive list of qualifications or essential functions of the position. Duties, responsibilities, and activities may change at any time with or without notice.