



NEW ORLEANS PUBLIC BELT RAILROAD

JOB OPENING

Date: September 8, 2022

From: Ari Ferrand-Rodgers
Director, Organizational Development

Subject: Request for Expressions of Interest
Position: 1 Manager, Maintenance of Way
Department: Engineering/Roadway
Salary: \$85,000 - \$95,000 annually based on experience

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.

Expressions of Interest are being accepted for one (1) Manager, Maintenance of Way position.

A comprehensive resume should be submitted to the undersigned by 4:00 p.m. on Thursday, September 15th, 2022. Panel interviews will be conducted. Submit the documents to either of the following contacts:

Ari Ferrand-Rodgers
Director, Organizational Development
New Orleans Public Belt Railroad
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New Orleans, LA 70115
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Shenell Bourgeois
Human Resources Generalist
New Orleans Public Belt Railroad
4822 Tchoupitoulas Street
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shenell.bourgeois@railnola.com

Applicants must be in good standing in the departments in which they are currently working.

Applicants must be capable of fulfilling all duties listed on the job description.

The successful applicant will be placed under the supervision of the Director, Maintenance.

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: MANAGER, MAINTENANCE OF WAY

POSITION SUMMARY:

Responsible for assisting the Vice President, Engineering and Manager, Maintenance/Facilities. Supervises Track Inspector(s), Track Foremen, Trackmen, Machine Operators, and others who assist with the performance of track-related services. Coordinates and facilitates maintenance of all NOPB owned or leased railroad tracks and switches. Understands and ensures compliance with all provisions of 49 CFR Part 213 – Track Safety, and Part 214 – Railroad Workplace Safety.

Reports directly to the Manager, Maintenance/Facilities.

POSITION REQUIREMENTS:

Formal Education:

- High school diploma or equivalent.
- College degree or equivalent field experience.
- Must be 49 CFR Part 213 (a), (b), and (c) qualified.
- Must be 49 CFR Part 214 qualified.

Experience:

Required

- Two-year Associates Degree in a related field **or** five years of relevant Class I to III railroad experience.
- Outstanding safety record.
- Thorough knowledge of the structural components of railroad track and track structures.
- Physical ability to climb, inspect, recommend, coordinate, and oversee maintenance and repairs of track and track structures.
- Working knowledge of operating hi-rail vehicles, backhoes, and other on-track equipment.
- Experience with the installation of new construction and the rehabilitation/maintenance of existing track.
- Experience in re-railing equipment.
- Advanced knowledge of Federal Railroad Administration (FRA) rules surrounding Track Safety and Railroad Workplace Safety contained in 49 CFR Parts 213 and 214.
- Thorough understanding of construction and maintenance projects and ability to schedule the day-to-day work so as to complete projects and day-to-day tasks in an efficient manner.
- Must have the ability to accomplish tasks within the framework of a labor agreement.
- Experience with Microsoft Office software applications.

Preferred

- Experience in the development and implementation of successful safety initiatives.
- Supervisory and performance management experience.
- Prior experience working with employees covered by a collective bargaining agreement.
- Class A Commercial Driver's License.

Skills:

- Must have a valid driver's license.

NEW ORLEANS PUBLIC BELT RAILROAD CORPORATION (NOPB)

Title: MANAGER, MAINTENANCE OF WAY

- Basic computer skills including Microsoft Office products.
- Strong verbal and written communication skills.
- Self-motivated, with strong leadership skills.
- Collaboration.
- Excellent problem solving skills.
- 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. Occasionally works extended hours and shifts, including nights, weekends, and holidays.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Supervises Foremen, Trackmen, Operators, Truck Drivers, Welders, and all other Roadway Department personnel.
- Schedules and coordinates track, crossing, and switch maintenance work to be performed.
- Disciplines employees under his supervision.
- Assists in the performance of FRA-required track inspections and facilitates correction of defects. Accompanies FRA track inspector during inspections of NOPB track.
- Accompanies Rail Test Car during inspections twice annually.
- Prepares daily work reports and time sheets for Roadway Department.
- Ensures that all equipment (heavy- and light-duty) is inspected, maintained, and kept in a safe operating condition. Directs the Mechanical Department employee assigned to the Roadway Department in this task.
- Supervises and directs the re-railing of any type of locomotive or train using engine power, or heavy lift equipment, when necessary. Arranges call-outs for necessary employees after normal working hours.
- Coordinates through Purchasing Department orders for Maintenance of Way materials, machinery, tools, and safety items.
- Works in concert with private contractors on or about NOPB rights-of-way.
- Develops and executes comprehensive vegetation control program for system-wide NOPB properties and right-of-way.
- Develops track repair cost estimates for Vice President, Engineering and private track owners.
- Ensures the safe operation and completion of all track-related capital projects.
- Responsible for the safe training, instruction, and motivation of new and existing employees.
- Suggests and implements changes in working conditions and use of equipment to increase safety and efficiency of track gangs.
- Ensures effective employee relations. Provides employee coaching and development. Resolves employee issues and union claims through problem resolution.
- Initiates or suggests plans to motivate workers to achieve work goals.
- Conducts regularly scheduled employee meetings and programs to emphasize safety and discuss mitigation of risks.
- Assists in investigation of incidents, determination of causes, reporting of findings, and implementation of corrective actions as necessary to prevent recurrence.
- May serve as a first responder to critical incidents.
- Responsible for performance and reporting of operational efficiency tests.

NEW ORLEANS PUBLIC BELT RAILROAD CORPORATION (NOPB)

Title: MANAGER, MAINTENANCE OF WAY

- Prepares reports regarding accidents, personal injuries, derailments, and other pertinent information.
- Ensures FRA Track Worker Safety procedures are followed.
- Ensures compliance with NOPB's Safety and General Rules and the General Code of Operating Rules (GCOR).
- Enforces rules and regulations provided by city, state, and federal government.
- Responsible for man hours worked, managing carefully to minimize overtime expense.
- Communicates by phone and/or two-way radio with Roadway Department personnel, Transportation Department managers, Yardmasters, and Centralized Traffic Control (CTC) dispatchers concerning movement of any rail-mounted equipment, track repairs, track outages, and other circumstances.
- Operates company vehicles (automobiles, pickup trucks, light trucks) in accordance with company policy.
- Enforces rules and regulations provided by city, state, and federal government.
- Performs other duties as requested by Vice President, Engineering as necessary.

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 routinely lift objects weighing up to 50 pounds and occasionally lift objects weighing up to 75 pounds with assistance.
- 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 comfortably work at heights of approximately 150 feet.

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.

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.