



# NEW ORLEANS PUBLIC BELT RAILROAD

## JOB OPENING

Date: August 29th, 2023

From: Ari Ferrand-Rodgers  
Director, Organizational Development

Position: 1 Manager, Operating Practices  
Department: Safety & Training  
Salary: \$95,000-\$105,000 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.***

Applicants are being accepted for one (1) Manager, Operating Practices.

A comprehensive resume should be submitted to the undersigned by 4:00 p.m. on Tuesday, September 12th, 2023. Panel interviews will be conducted. Submit the documents to the following contact:

Ari Ferrand-Rodgers  
Director, Organizational Development  
New Orleans Public Belt Railroad  
4822 Tchoupitoulas Street  
New Orleans, LA 70115  
[ari.ferrand-rodgers@railnola.com](mailto:ari.ferrand-rodgers@railnola.com)

Internal and external applicants will be accepted.

Internal 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, Organizational Development.

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, OPERATING PRACTICES (MOP)**

#### **POSITION SUMMARY:**

The Manager, Operating Practices (MOP) is a member of the New Orleans Public Belt Railroad Corporation's officer staff. This position is responsible for the advancement of safe and efficient NOPB operating practices based on best practices recognized in the railroad industry. The MOP effects the company-wide implementation of railroad operating rules, policies, and procedures through appropriate training and employee development programs. This position is responsible for the oversight of union employees to ensure 100% compliance with operating rules, company policies, and regulatory mandates of the Federal Railroad Administration (FRA) and Occupational Safety and Health Administration (OSHA). To that end, the MOP is tasked with research, development, and maintenance of Operations training programs. This position is also responsible for accurate administration of NOPB's FRA required Operations Efficiency Testing Program.

Reports directly to the Director, Organizational Development.

#### **POSITION REQUIREMENTS:**

##### **Education:**

- Bachelor's degree in Safety Management, Occupational Health and Safety, or a related field preferred.

##### **Ideal Experience:**

The following background is strongly preferred:

- A minimum of ten years of railroad operating experience with increasing responsibility.
- A minimum of five years of supervisory or managerial experience.
- Experience in process improvement.
- Strong project management skills and proven success in applying strategic thinking and problem solving.
- Experience with compliance programs and enforcement of FRA and OSHA regulations.
- Specific experience with railroad or transportation operations.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Research and develop training curriculum to meet all FRA requirements and NOPB operating practices (Transportation, Mechanical, Engineering).
- Conduct training of all Transportation Department employees. Assist with the training of Mechanical and Engineering Department employees.
- Administer the NOPB's Operational Efficiency Testing Program.
- Ongoing verification that all required managers are in compliance with NOPB's Operational Efficiency Testing Program.
- Administer NOPB's Engineer and Conductor Certification programs.
- Supervise Designated Supervisors of Locomotive Engineers ("DSLEs")
- Conduct safety blitzes, field-testing, and overall analysis of best practices for NOPB operations.
- Facilitation and oversight of Employee Safety Committee meetings and programs.

## **NEW ORLEANS PUBLIC BELT RAILROAD CORPORATION (NOPB)**

### **Title: MANAGER, OPERATING PRACTICES**

- Formulation and oversight of an annual NOPB face-to-face rules training curriculum, including continuing education components, for all safety-sensitive positions.
- Development of training programs and curriculum for remedial, periodic, and annual training for existing employees.
- Maintenance of employee training files and records.
- Performance of quarterly, six-month, and yearly audits of NOPB Efficiency Testing Program in compliance with 49 CFR Part 217.9.
- Monitoring of regulatory compliance with FRA and OSHA mandates.
- Maintenance of all documentation and records subject to FRA audit including, but not limited to, 49 CFR Parts 172, 214, 215, 217, 218, 219, 220, 225, 227, 228, 231, 232, 234, 240, 242, and 243.
- Responsible for timely reporting of injuries and other incidents to regulatory entities as appropriate.
- Administration of NOPB's workplace drug and alcohol testing programs for all regulated service employees, including covered service employees, maintenance of way employees, and holders of commercial driver's licenses in accordance with 49 CFR Part 219. Serve as NOPB's Designated Employer Representative ("DER").
- Service as Hearing Officer during NOPB labor investigations.

### **WORKING CONDITIONS:**

- Good hearing and vision required.
- Must be able to sit and stand for extended periods of time.
- Must be able to walk, stand, bend, stoop, and twist to retrieve files, ledgers, and record books.
- Must be able to regularly lift objects weighing up to 10 pounds and occasionally lift objects weighing up to 25 pounds with assistance.
- The employee regularly works inside a well-lighted, climate controlled office and routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines. The employee may occasionally work outdoors, in a shop environment, in rail yards, and on line-of-road, in all weather conditions.

### **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.