

Transportation Specialist

Monday, August 13, 2018 11:19 AM

POSITION PURPOSE:

Facilitate movement of railroad equipment to and from shippers and connecting railroads, in a safe, efficient, and timely manner.

This position reports directly to:

- DSLE's

PRINCIPAL ACCOUNTABILITIES:

1. Operate trains in compliance with all FRA, GCOR and TCWR rules and regulations.
2. Serve as conductor/brake person, performing physical labor required for train movements and be trainable as locomotive engineer.
3. Assist with the on the job training and evaluation of new Transportation Specialists.
4. Maintain acceptable communication with crew member(s), Dispatchers, and Operations Control Desk, and others, adhering to written, verbal and radio rules in GCOR.
5. Properly spot rail cars for loading and unloading, and pick up cars that are released by the customer.
6. Execute track warrants as required, submit complete written reports of work performed, and other necessary paperwork, in timely fashion.
7. Assist in the operation of work trains, re-railing cars, and various duties, as directed by supervisor.
8. Available for work as needed, which could be 7 days per week, 24 hours per day, and able to be reached by telephone or pager accordingly.
9. Assist other departments (i.e. M-O-W, car repair, administration) as necessary.
10. Adhere to Twin Cities & Western Company policies and procedures as outlined in the Employee Handbook.

BASIC QUALIFICATIONS:

Ability to understand and perform accountabilities of position in an efficient manner, ensuring safety is foremost concern at all times. Good attendance required. Physical requirements include considerable amount of bending, twisting, lifting, walking and working on uneven terrain, climbing onto and around equipment, throwing switches, etc. Required to operate power equipment. Effective communication with supervisor and co-workers required and ability to work independently as directed. May be assigned to other areas or supervisors, as deemed necessary by TCW. Education equivalent to high school graduate. Prior railroad experience is preferred, reliability required. Ability to regularly work 12 hours per shift or more. Good attendance mandatory.

MODIFICATION PROPOSAL:

1. The ability to perform job responsibilities in a safe, efficient and effective manner
2. Must be able to pass all the physical demands requirements (see what is required on page 2 of the job description)
 - a. Must be able to pass a pre-placement drug screen and random drug screens throughout employment
3. The ability to clearly, accurately communicate in English, both verbal and written communications in a respectful manner
4. Must be flexible with work schedule / assignments and able to work 12 hours shifts
 - a. Must possess the willingness to work on scheduled days off, to meet business needs
5. High ethical behavior and strong work ethic are mandatory
6. Must be 18 years of age or older, due to safety sensitive position
7. On the job training is provided. There will be times when prior railroad experience will be required (due to business needs at the time of the posting), however, in most cases is a preferred qualification.

Employee Acknowledgement

I acknowledge that I have read the job description and I understand what would be expected of me. The company reserves the right to change or reassign job duties or to combine positions at any time.

Employee Signature

Date