



## Lake State Railway Company Job Description

**Job Title:** Train Service

**Department:** Transportation

**Reports to:** Trainmaster

### Summary:

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Responsible for serving our customers by providing safe and efficient movement of cars and freight trains.

### Essential Duties and Responsibilities:

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- Ability to be cross-trained as both a conductor and locomotive engineer.
- Read and interpret orders, schedules, and other written instructions received from the train dispatcher and other managers and discuss their contents with other crew members.
- Perform switching, assembling and disassembling of trains.
- Properly and safely apply and release hand brakes and operate rail yard switches.
- Inspect couplings and air hoses to ensure they are securely fastened.
- Attend rules and safety classes and ensure all rules are followed as directed by the Company, FRA, and other governing agencies.
- Inspect freight cars, locomotives, and other equipment to ensure compliance with FRA and Company rules.
- Monitor gauges or meters that measure speed, amperage, battery charge, or air pressure in brake lines or in main reservoirs.
- Observe tracks to detect and report obstructions or defects.
- Utilizes hand signals, two-way radios and other forms of communication with other train crew members and dispatchers.
- Operate locomotives to transport freight or to assemble or disassemble trains within rail yards.
- Inspect locomotives before, during, and after each run to check fuel levels, supplies, and mechanical problems.
- Prepare accurate reports as required by the Company, FRA, and other governing agencies.
- Any other duties as assigned by the Company.

Trains run day and night, so shift flexibility is a must. Shifts will include morning, afternoon, evening, and overnight. Overtime, weekend, and holiday hours will also be required.

### Competencies:

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To perform this job successfully, an individual should demonstrate the following competencies:

- Interpersonal skills; ability to solve conflict; ability to balance team and individual responsibilities.
- Strong oral and written communication; ability to speak and write clearly and informatively.
- Ability to maintain professionalism and communicate with others in a tactful manner.
- Ability to react well under pressure in high-stressed situations; accept responsibility for own actions.
- Dependability and follow through on commitments; consistently at work on time.
- Observe all safety and security procedures; determine appropriate action beyond guidelines; report potentially unsafe conditions; use equipment and materials properly.
- Ability to judge the speed and distances of objects or moving parts.
- Strong attention to detail and safety procedures; ability to maintain focus for the entirety of the shift.
- Capability of being on call and possibly work 10-12 hour shifts; days off may vary week to week
- Ability to build harmonious relationships with your colleagues and supervisors.

### Physical Demands:

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Reasonable accommodations may be made to enable individuals with disabilities to perform the physical demands listed below.

- Ability to frequently stand, walk, push, pull, sit, reach, climb, balance, kneel, crouch, or crawl. Ability to talk and hear accurately in person, via the telephone, or via two-way radio.
- Must be able to push, pull, lift and carry up to 25 pounds frequently; up to 50 pounds occasionally; and up to 80 pounds infrequently. Must be able to exert a negligible amount of force constantly.
- Ability to step on and off equipment safely and work and balance from ladders to perform tasks.
- Ability to walk the length of trains on uneven ground and safely ride the side of railcars.
- Must possess at least 20/40 in each eye with or without corrective lenses.
- Must be able to recognize and distinguish colors displayed by signals, signs, etc.
- Must possess an average hearing threshold (in the better ear) of 40db at 500HZ, 1000HZ, and 2000HZ, aided or unaided.



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**Work Environment:**

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- Employee will be regularly exposed to moving mechanical parts and equipment, loud noise, dust, irritants, fumes, fuel odor, uneven ground, and other outdoor weather conditions. Employee will be required to wear personal protective equipment such as safety glasses, reflective vests, safety boots, hearing protection and gloves where the Company requires.

**Education and Training:**

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- Ability to fulfill requirements for obtaining and maintaining a conductor and engineer certification.
- Previous railroad experience preferred
- High School Diploma or GED required.
- This safety-sensitive position will be subject to drug and alcohol screening.
- 18 years of age or older with a valid driver's license. Must be able to meet the Insurance and Company requirements for driving Company vehicles. Must have reliable transportation and the ability to drive to and from work along with during the work shift.

**Acknowledgement:**

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I understand and agree that it is my responsibility to read this description in its entirety. I also understand and agree that this job description is not designed to cover or contain a comprehensive listing of all duties, responsibilities, competencies, physical demands, or working conditions that are required of the employee for this job. Duties, responsibilities, competencies, physical demands, or working conditions may change at the discretion of Lake State Railway Company at any time with or without notice. I also understand and agree that Lake State Railway Company retains the right to eliminate the position or reassign me to another position and that my employment is at will and that Lake State Railway Company may terminate the employment relationship at any time, with or without cause or notice.

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Employee Printed Name

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Employee Signature

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Date