



Trainmaster

Job Title: Trainmaster

Department: Operations

Reports to: Superintendent of Operations

Essential Duties and Responsibilities:

- Supervise and coordinate work activities of train crews. Provide oversight and direction in accordance with all federal laws and the Railroad's policies and procedures
- Promote the Company safety initiative. Instill a culture of safety.
- Ensure the daily operating plan is properly executed as required by the train crews.
- Fostering a goal of zero injuries/accidents by actively and aggressively promoting employee habits, attributes, and behavior.
- Provide effective performance feedback through employee recognition and disciplinary action, when necessary, in accordance with Company policies.
- Initiate and provide accurate, complete and timely investigation into all accidents and incidents.
- Conduct efficiency tests, check rides, proficiency tests, and other types of performance evaluations to determine the effectiveness of training and to monitor rules compliance.
- Maintain accurate reports and records as required by Company, FRA, and other governing agencies
- This position will require work during days, nights, weekends, holidays and a willingness to travel is a must. This position is required to be a first responder to any accident or incident.
- Other duties as required by the Company.

Competencies:

- Complete ability to interpret and understand FRA, GCOR, Safety Rules and Company rules and procedures.
- Proficient with multiple computer systems.
- Interpersonal skills; ability to resolve conflict; ability to balance team and individual responsibilities
- Demonstrate supervisory skills including decision making, delegating work assignments, providing recognition, motivating others, and improving processes.
- Ability to speak and write clearly and informatively.
- Ability to maintain professionalism and approach others in a tactful manner.
- Ability to react well under pressure in high-stress situations; accept responsibility for own actions.
- Dependability and follow through on commitments.
- Strong attention to detail and a high level of analytical skills. Ability to establish priorities and meet deadlines.
- Ability to build harmonious relationships with your colleagues (subordinates and supervisors).

Education and Training:

- At least 5 years work experience in the railroad industry is required. At least one year of which must be in a supervisory position.
- Certified Locomotive Engineer for at least 3 years; ability to become a DSLE.
- Must possess a valid driver's license with no DUI/DWI offenses. Ability to drive Company vehicle per insurance and Company requirements.
- High School Diploma/GED required. Bachelor's Degree is preferred.
- This position is subject to drug and alcohol screening.

Physical Demands:

- Must be able to work in all weather conditions.
- Must be able to perform the basic physical functions of the train crews this position supervises.
- Must be able to pass all required certification physicals and continue to do so.