

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

Job Description: Seasonal Track Department Laborer/Machine Operator - Works with crews to maintain, repair, and replace rails, ties, switches, ballast, and other railroad assets. Uses hand tools and machines (spike mauls, tie tongs, track wrenches, and jack hammers) to accomplish assigned tasks. Lifts and carries track material, and clears right-of-way of vegetation and litter. Operates track machines or drives company vehicles when not employed as a laborer.

The work is seasonal. It is expected, but not guaranteed, through December 7, 2019. Mechanical operations tasks are planned to be continuous for most of the construction season. The District may furlough at any time some or all employees based on the needs of the service. Mandatory overtime or a 4-10 work schedule may occur.

Minimum Requirements:

- High school or GED equivalent.
- Must read, write, and communicate clearly and fluently in English so as to understand and follow the General Code of Operating Rules, communicate essential operational and safety information, and pass periodic rule/safety/technical examinations.
- At least one (1), but less than five (5), years of satisfactory outdoor machine operator, laborer or apprentice laborer experience.
- At least eighteen (18) years of age.
- Satisfactory driving record. Must be insurable under District fleet policies.
- Has and will maintain a personal home or cell phone.
- The work is physically demanding. Laborers must be able to work outdoors in all weather situations, on uneven surfaces, lift up to seventy-five (75) pounds, efficiently drive spikes with a spike maul, and work on feet for up to ten (10) hours per day. Mechanical aptitude, good physical strength and endurance, and good interpersonal skills when interacting with supervisors, fellow employees, and others are important.
- Laborers and machine operators must be available for unplanned overtime and emergency call outs during off-duty hours.
- Reliable transportation to/from Michigan City, Gary, or other work assignment locations between Chicago, Illinois, and South Bend, Indiana.
- Pass a post-offer physical examination, including drug and alcohol tests.

- Flexible about unexpected changes in work assignments or priorities. Most of the work assignments will report to headquarters in Michigan City or Gary. However, applicants must have the flexibility to report for work at any location between South Bend, and Hammond, Indiana.

- Must pass a background check relevant to job and personnel functions.

Environmental Conditions: Work is outdoors in all weather conditions. Most work is during daylight hours but may be required at other times to address the needs of the service. Work is done on significantly uneven surfaces and may require work on wet or slippery surfaces. Levels of activity vary from moderate to intense. Stressful situations may occur. Exposure to heat, humidity, cold, rain, sleet, snow, and wind is common.

Experience Relevant To Position (preferred but not required to apply): Welding certificates or experience, heavy outdoor maintenance work on own or as part of a maintenance crew, experience in grounds maintenance, heavy equipment operation, railroad maintenance experience, successful work with varying shifts or night shifts, prior licensing for positions in the truck, airline, or rail industry, outdoor or varying shifts in military service. Valid Class "A" Commercial Driver's License with a satisfactory driving record is preferred. **Persons accepted for employment who do not have a Class A CDL are required to obtain same during their probationary period.**

Applicant Instructions: Fill out the on-line employment application. To reach the employment application, go to www.mysouthshoreline.com, select the "About" tab, then select "Job Opportunities" from options under the "About" tab. Within the employment web page is a link to apply for the position. Follow the application screens from there. You may upload a resume (with or without a cover letter) during the application process. While uploading a resume is optional, you must complete the application. NICTD encourages applicants to complete the on-line application and upload a resume. The opportunity will remain open until the position is filled. Apply early to improve your chance of consideration. Persons experiencing difficulties with the application process may contact Shelly Winn at shelly.winn@nictd.com or (219-874-4221, ext. 253) for assistance. **IMPORTANT NOTE – READ THIS: If you are a current employee, or if you have previously applied on line, you must FIRST contact Ms. Winn to re-set your on-line record to accept a second application.**

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