



**Employment Opportunity Announcement:      NICTD  
Rail System Safety Specialist**

The Northern Indiana Commuter Transportation District (NICTD) owns, operates, and maintains the South Shore Line passenger rail service.

NICTD is seeking a qualified and experienced candidate to be considered as its Rail System Safety Specialist for two major capital projects that the railroad is currently undertaking; the Double Track NWI and West Lake Corridor Projects. Reporting to NICTD's Director of Safety & Rules, the Rail System Safety Specialist will be responsible for developing and enforcing safety policies and procedures for NICTD's two major capital projects. They will also document the day-to-day safety activities for the two projects overall. The candidate should utilize knowledge gained from past experience to resolve complex safety issues, especially where procedures may not be prescribed or well defined.

This is a unique opportunity to help shape the future of both the SSL and the regional economy for the next 100 years. The successful candidate will join a team that is dedicated to successfully completing these capital investment projects on time and within budget.

**Description**

The duties include, but are not limited to, the following:

- Assist with all efforts associated with the design, implementation, and maintenance of NICTD's Rail System Safety Management System (SMS) while applying all regulatory required processes and compliance programs defined by the Federal Transit Administration (FTA), Public Utilities Commission (PUC) of Illinois/Indiana, and all other oversight agencies.
- Perform a variety of progressively complex duties related to rail system safety programs, employee safety, hazard mitigation, regulatory training, and program evaluation.

- Assist with the development and implementation of health and safety compliance programs for rail operations; inspection and verification of compliance with safety and health policies and regulations; and ensuring programs are continuously updated according to current regulations and industry best management practices.
- Provide expertise in resolving rail system safety issues. Assist with responding to and investigating complaints or incidents related to rail safety, fleet and systems safety, and public safety impacts.
- Help report accidents or incidents to governmental agencies in accordance with regulatory mandates; submit required reports, plans and all required documentation in a timely manner.
- Help conduct in-depth analysis of salient issues and provides recommended corrective actions that address the root cause of the incidents.
- Assist leading committee efforts and meetings related to rail system safety, employee safety, public safety, and fleet safety.
- Assist in the preparation and presentation of studies and analysis of industrial accidents and health hazard evaluations to support internal/external audits and continuous improvement of NICTD's rail safety programs.
- Help review, revise, and/or develop manuals, procedures, and other communications related to safety programs and policies in accordance with regulatory standards and best management practices.
- Evaluate site conditions and worker behaviors and resolve problems and/or conflicts in the field.
- Oversee all third party contracts that have associated rail safety implications, and work with NICTD's two Project Managers to ensure appropriate contractual verbiage is included in all such agreements. Drive contractor compliance to the requirements set forth by regulatory standards, NICTD's expectations, and contract obligations.
- Serve as NICTD's Rail Safety Oversight Representative and maintain all of the necessary training and certification as such under the FTA and Indiana Utility Regulatory Commission (IURC).
- Effectively represent NICTD in support of the Project Manager in meetings with governmental agencies, community groups and various businesses, professional and regulatory organizations, and other various stakeholders, as needed.
- Prioritize one's own work load and complete projects and assignments with accuracy and timeliness.

### **Position Requirements**

The following qualifications and skills are required, or highly desirable, as stated below:

- Bachelor's Degree in occupational health and safety, industrial hygiene, engineering, chemistry, physics, or other closely related biological or physical science field; AND approximately ten (10) years minimum of related experience in health and safety, including five (5) of those years managing regulatory compliance activities associated with passenger rail operations; OR the equivalent combination of education and experience sufficient to successfully perform the essential duties as listed above.
- Prior experience in SMS design and oversight, worker training, risk assessment strategies, worksite evaluation, field auditing, preventative and corrective action identification, and hazard mitigation is required.

- Current certification as a Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH) is desired, or the ability to obtain such certification within six (6) months of hire.
- Experience with transit infrastructure projects funded by the FTA is preferred.
- Industry safety practices and regulatory experience with the Federal Railroad Administration (FRA), National Institute for Occupational Safety and Health (NIOSH), State/Federal Occupational Safety and Health Administration (OSHA), and Uniform Fire and Building Codes.
- Knowledge of newly proposed rail safety regulations under implementation by the FTA, including any Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) initiatives.
- Familiarity with EPA noise rules and the use of fall protection for railroad bridge work.
- Knowledge of corrective and preventative action identification and implementation strategies.
- Methods for developing and presenting health and safety related training.
- Principles and methods for investigating incidents, job hazard analyses, and hazard mitigation.
- Knowledge of health and safety products and hazard control and mitigation techniques.
- Best practices and networking affiliations with safety and health service organizations.
- The ability to work independently and demonstrate advanced problem solving skills.
- Possess the ability to communicate effectively and clearly using both written and verbal communications with employees at all levels.
- Proficient in using the Microsoft Office Suite, including Word, Excel, PowerPoint, etc.
- A self-starter mentality with the ability to address multiple priorities and meet deadlines.
- Must have a valid driver's license, as well as no recent drug, alcohol, or felony convictions.
- Must pass all required assessments and background screening.

### **Schedule**

The anticipated normal working days are Monday through Friday with office hours of 8:00AM – 5:00PM. Evening and weekend work may be required based on project and operational needs, including being on site for certain construction activities for both capital projects. Occasional travel may also be required to meet with consultants, vendors, professional associations, and others.

### **Salary and Benefits**

The annual salary is projected within the range of \$70,000 to \$80,000 based on educational background, skills, and work history. Full time management employment benefits such as, but not limited to, health insurance, vacation, Railroad Retirement Board benefits, and supplemental pension are included. Further details are available during the interview process.

### **How to Apply**

Deliver, mail, fax, or e-mail a resume outlining your training, experience, and work history no later than 1 p.m., July 2, 2018, to NICTD's Director of Human Resources & Labor Relations at the address listed below. A cover letter is also encouraged, but not required. Late applications resumes will not be accepted, nor will NICTD accept responsibility for misdirected, lost, or misaddressed resumes. Apply early for consideration; NICTD reserves the option to close this opportunity before the stated deadline. Any applicant who desires confirmation that a resume has been received is encouraged to either hand deliver

their materials or send them by certified mail. Submission of an application does not guarantee an interview.

**Deliver all resumes to:**

Director Human Resources & Labor Relations

Northern Indiana Commuter Transportation District

Attn: Rail System Safety Specialist

601 N. Roeske Avenue

Michigan City, IN 46360-2669

Fax: (219) 872-5841

E-Mail: [bjarne.henderson@nictd.com](mailto:bjarne.henderson@nictd.com)

**NICTD IS AN EQUAL OPPORTUNITY EMPLOYER**