



EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

INDUSTRIAL MAINTENANCE SHOP MACHINIST

Summary Job Description: The purpose of this job is to fabricate, repair, maintain, and rebuild machined components of NICTD's railroad passenger cars as well as provide machined components for other departments as needed. This job also inspects, repairs, and replaces components on NICTD's railroad passenger cars. The ideal candidate must possess verifiable technical training in basic machine tool operations, lathes, boring mills, saws, drill presses, milling machines, and various hand tools. The ideal candidate must also possess verifiable ability to properly interpret blue prints and schematics. Work requires the ability to lift items weighing as much as 50 pounds on an occasional basis. Work may require the use of ladders and in close quarters; balance is essential. A significant portion of the work requires standing. Candidates must have the ability to complete assigned responsibilities independently with minimal supervision while also working in a team structured environment. Troubleshooting and problem solving skills are essential. The location of work is Michigan City, Indiana and assignment times are based on seniority. A new shop may open in Hammond, Indiana in 2025. Successful candidates should expect to work the night shift, weekends, some holidays, and relief assignments.

Minimum Educational & Age Requirements: High school or GED equivalent; at least eighteen (18) years of age, and at least one of the following two options:

- (1) Trade school one or two year certificate or degree, including potential December 2020 graduates, in machining or heavy industrial maintenance; OR
- (2) At least six (6) months of verifiable on the job machinist training or experience with tools and work as described in the summary job description.

Veterans with military training or assignments in industrial maintenance or machining specialties may substitute their military training and assignments for civilian trade school degree or civilian experience.

Other Requirements:

- (1) Must be in good physical health to fulfill the essential functions of the assignment, with or without reasonable accommodations.
- (2) Must be able to read, write, and communicate clearly and fluently 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.
- (3) Mechanical aptitude, good physical strength and endurance, good interpersonal skills when interacting with supervisors and fellow employees.
- (4) Flexible about unexpected changes in work assignments or priorities.
- (5) Ability to work in Michigan City or Hammond, IN based on seniority and needs of the service.
- (6) Reliable transportation to/from home and work in Michigan City or Hammond, IN.
- (7) Must be able to pass drug test, physical examination, and satisfactory background check as a condition subsequent to any offer of employment.

Environmental Conditions: Work is primarily indoors though subject to temperature extremes throughout the day or night. Some assignments may require outdoor work. Most positions are on the evening (3 p.m. – 11 p.m.) or night shifts (11 p.m. – 7 a.m.). Work is done on significantly uneven surfaces and may require work on or near snow or ice during winter. Levels of activity vary from moderate to intense. Stressful situations may occur. Exposure to heat, humidity, and cold is common.

Salary and Benefits: The hourly rate for this entry level opportunity varies between \$25.09 and \$31.71 based on qualifications. Overtime may be available at premium rates but is not guaranteed. Pension, supplemental pension, vacation, personal days, life insurance, health care, vision, and dental plan are included in the compensation package.

How to Apply: Applicants must apply on line at www.mysouthshoreline.com. Individuals can apply on any computer with internet service – including computers available at public libraries or employment agencies:

- 1) Go to NICTD website: www.mysouthshoreline.com
- 2) Click on the link ABOUT
- 3) Click on JOB OPPORTUNITIES
- 4) Within the job opportunities page is a link to this position.
- 5) Follow the directions on the link to complete the pre-screen questionnaire.
- 6) You must also complete the on-line application form. During the pre-screen process, you may upload a resume, cover letter, and documents showing your education, training, experience, and work history. **Make sure that your resume shows how you meet the requirements for this opportunity.** A cover letter outlining the reasons why you are interested in working as an

Industrial Maintenance Shop Machinist and why you believe you are best qualified is encouraged but not required.

IMPORTANT NOTE – READ THIS: If you have previously applied on line, you must FIRST contact Ms. Shelly Winn at shelly.winn@nictd.com (219) 874-4221 ext. 253 to re-set your on-line record to accept a second application.

This is a rolling application process. Apply early for best consideration. Applicants who do not complete the on-line application form (with or without resume) and questionnaire will not be considered. NICTD does not accept requests for interviews or faxed/mailed/hand delivered resumes. Application for this opportunity does not guarantee an interview.

Questions: Contact Bjarne Henderson, Director of Human Resources & Labor Relations, at bjarne.henderson@nictd.com.

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