

## Job Description

**Job Title:** Rail Specialist I

**Job Code:** 906820

**Job Family:** Infrastructure

**Pay Grade:** JC.14.14

**FLSA:** Non-Exempt

**EEO:** Service/Maintenance Workers

**Department/Agency:** Countywide

**Position Number(s):**

**Recommended Position Title(s):** Rail Specialist I

### The following Core Competencies apply to everyone and are essential to all County jobs:

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork – Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

### Essential Duties:

- Serves as the main railroad conductor and serves as the back-up engineer; assists with scheduling and coordinating rail shipment movements with customers and BNSF railroad; performs inspections of tracks, switches, and rail cars; keeps daily records of activities and assists with rail billing.
- Performs routine and non-routine semi-skilled tasks under limited supervision in the completion of general maintenance tasks supporting operations of airport facilities, water systems, fleet services, and rail services; performs maintenance duties such as painting, light plumbing, cleaning shop and equipment areas; builds, fixes, and maintains fencing; completes routine preventative maintenance on building/plant equipment; assists skilled workers in completing a variety of skilled tasks in other functional areas.
- Performs general facility and grounds maintenance functions requiring operation of powered equipment, vehicles, and tools; uses a variety of small and large tools and operates a variety of light and medium duty equipment and attachments including: tractors, trucks, dump trucks, water trucks, mini excavator, skid steer loader, backhoe, power broom, and snow removal equipment; performs pre-trip inspections of trucks and equipment; completes commercial mowing and snow removal; applies chemicals and spreads fertilizers, herbicides and soil amendments; aerates and seeds landscaping; trims and prunes shrubs and trees; repairs soil erosion; collects trash from grounds areas and recycling from office areas to dispose of accordingly; completes pavement patching and crack sealing.
- Provides general customer service to various airport customers and coordinates repairs and project work with contractors.

### Supervisory Responsibilities:

- Yes  No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

***Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity. Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.***

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### **Minimum Job Requirements:**

A high school diploma or equivalent and a class B CDL with an acceptable driving record are required. One year of experience operating large equipment or locomotives is also required. Must successfully complete conductor certification within 90 days and engineer certification within 6 months.

***Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.***

### **Preferred Job Requirements:**

A Vo-Tech certificate or degree in Locomotive Engineering or other related field of study is preferred along with two years of related work experience.

### **Education/Experience Substitutions:**

Yes  No Experience may be substituted for degree.

Yes  No Education may be substituted for experience.

### **Physical, Environmental, and Special Working Conditions:**

Sensory abilities, including special vision and/or hearing required, including vision and hearing test for railroad operations.

Excessive standing and/or walking: 60%

Exposure to extreme temperatures, heights, fumes and/or chemicals, and loud noises.

Lifting weight: 50 lbs.

On call/stand-by work

Safety-sensitive job

Weather essential job – Department Essential; County Essential

Uniform required

Physical abilities, including mobility, agility, strength, dexterity, balance, coordination, and/or endurance.

All County employees may be called upon to assist other departments/agencies in a declared emergency situation.