

*Electric Conductor/Miscellaneous Passenger Service
Essential Job Demands*

- ◆Lifting: Continuous-None
Frequent-None
Occasional-up to 20lbs. (weight of personal bag and log books)
- ◆Carrying: Continuous-None
Frequent-None
Occasional-up to 20lbs.
- ◆Bending/Stooping: Less than Occasional
- ◆Squatting: Less than Occasional
- ◆Standing: Continuous
- ◆Ambulating: Continuous
- ◆Sitting: Occasional
- ◆Fine Manipulation: Less than Occasional to Occasional (for passenger train conductor)
- ◆Gross Grasping: Less than Occasional
- ◆Climbing: Less than Occasional
- ◆Pushing: Occasional (push force to throw switch)-30-100lbs. Please note, most switches are equipped with backsaver handles, requiring only 30 lbs. of push force.
- ◆Pulling: Occasional 30-100lbs. Please note, most switches are equipped with backsaver handles, requiring only 30 lbs. of pull force.
- ◆Reaching Up: Occasional
- ◆Reaching Out: Continuous
- ◆Vision/Hearing: within physical examination guidelines

Summary: Overall this job would be classified as LIGHT in physical demand according to the Department of Labor Dictionary of Occupational Titles.

Constant (continuous) 67%-100% of time 500+ repetitions

Frequent 34%-66% of time 100-500 Repetitions

Occasional 0%-33% of time 1-100 Repetitions

(U.S. Department of Labor, Dictionary of Occupational Titles, 4th Edition, Supplement D)

Note: This job analysis and information is based upon observation and information obtained on a limited schedule and may vary day to day depending on production.

Electric Conductor/Miscellaneous Passenger Service

Job Requirements:

The Electric Conductor/Miscellaneous Passenger service employee works on a passenger train. Job assignments are essentially the same day to day. The Conductor may choose to perform the duties of Assistant Conductor but the reverse is not true. The Conductor or Assistant Conductor may work a continuous 12-hour shift, or a 16-hour shift with a federally mandated 4-hour rest period while continuously on the clock. They typically work 6 days per week. There are multiple shifts and multiple start times available. The Conductors and Assistant Conductors are required to wear safety shoes at all times. Uniforms are provided for the conductors.

Equipment Used:

The only equipment used by the Conductor and Assistant Conductor is their radio, ticket puncher, change holder, rulebooks and personal belongings bag (the weight of this bag varies and can weigh up to 20lbs.) They also carry with them on the passenger train specific audit reports, which must be filled out each day. These allow monitoring of the fares collected.

Facility Description:

The passenger train Conductor and Assistant work inside the passenger car and on the station platforms. This entails, at times, walking up and down steps and over tracks. To enter the train from the ground, the Conductor and Assistant climb up a 23-inch step into the car from the ground, followed by 3 steps (up to 12 inches in height) into the car typically one time per day. Platforms at the various train stations are either wood or concrete. (photos 2 and 11) Typically, the platform and vestibule of the train are of the same level. (photo 2)

General Job Description and Essential Functions:

In the Electric District the Conductor has the choice of the duties he performs. He may act as the Assistant if he chooses. The Conductor is the employee who is ultimately responsible for the safety of the train. On every passenger train, there is a Conductor, and Assistant Conductor.

On passenger trains, the Conductor and Assistant work together in determining who will be doing the specific duties for the shift. Initially, the Conductor or Assistant walks to the train in the yard

to look for any unusual conditions of the passenger cars. This includes walking 3-4 minutes (depending on the yard location) over various surfaces including ballast rock. They are at this time carrying their personal bag, which weighs approximately 20 lbs. This is stored in a locked cabinet located in one of the cars, which is 62 inches from the floor in height. (photo 10) The Conductor and Assistant will enter the train from the steps located at the front of the car one time per shift. These 4 steps are about 23 inches in height from the ground to the first step and then approximately 12 inches for each subsequent step. This is also the location where passengers must exit and enter from the electric line Track 3, as there is not a platform at two stations on this line. The use of this track occurs 1-2 times per week at the two stops. The Conductor or Assistant must assist passengers off and on the train. The force required to lift the trap door for exiting is 20 lbs. (photo 13)

The train is brought into the station to start the day's operation. (photo 1) The conductor/assistant conductor's duties also include activating the GPS system in the cab car, which sets the audible directions for passengers and setting lights. The locations of these panels are 65 inches from the floor in the vestibule area. There is also an emergency brake that is located just above this panel at about 80 inches from the floor. (photo 8)

They also conduct air brake tests along the tracks each time the train switches direction. This brake test is conducted by the Conductor or Assistant, which involves radio communication with the engineer to activate the brakes while the Conductor observes the process alongside the coach car.

The Conductor or Assistant may also need to assist in use of the ADA accessible lift. This is located in the vestibule area. The ADA accessible lift is only utilized on a less than occasional basis, when wheelchair or other riders requiring assistance are present. It requires a 20 lb. lift and lowering force to maneuver it. (photo 9) The door handle height is approximately 37 inches in height from the floor. (photo 3)

Prior to entering the train for departure from a station, the Conductor must ensure the doors are clear. (photo 7) For the train to move, the Conductor or Assistant signals the engineer by radio.

Once the train is traveling, the Conductor and Assistant are responsible for collecting fares or punching tickets of each passenger. They travel from car to car to collect money/punch tickets. The maximum reach height is 79 inches from the floor.

(photo 5,6) The Conductor and Assistant carry a coin belt to make change for the passengers. The Conductor or Assistant may at times ascend the stairs inside the train to the upper level. There are 2 sets of six 8-inch steps in each car. (photo 4) The Conductor and Assistant will enter and exit the various cars numerous times per day calculated at approximately 450-480 times per day to punch tickets and monitor passengers. The force required to open the double doors of the train car is 20 lbs. and the single door requires a 40lb force.

Finally, the Conductor must pull a switch and secure it, typically one time during a shift and is typically done by the Assistant. The force required varies from 30-100lbs. depending on the stiffness of the switch.

In times of inclement weather, it may be necessary for the Conductor and Assistant to ensure the switches are free of snow and ice. This may require sweeping activities.