



**THE CHICAGO TRANSIT AUTHORITY
POSITION DESCRIPTION**

JSN: 2129	Grade: Hourly	Union Affiliation: 0308
Position:	Rapid Transit Operator	
Department:	Rail Operations	
Location:	Various	
Reports To:	Manager, Transportation	
Safety Sensitive:	FTA	Date: May 31, 2002

POSITION SUMMARY

Operates electrically-powered rail rapid transit vehicles, adhering to predetermined schedules, in a safe, efficient, and courteous manner to allow passengers to board, travel, and alight at scheduled stops.

PRIMARY RESPONSIBILITIES

1	Operates trains at indicated speeds, observing and obeying all electronic, mechanical, hand and train-controlled signals, as well as other regulatory signs and signaling devices.
2	Adheres to schedules, and operates door controls, allowing passengers to board, travel, and exit at station stops in a safe and efficient manner. Assists passengers who request use of gap filler.
3	Accelerates and brakes trains safely and smoothly, and observes appropriate train berthing markers.
4	Makes appropriate announcements over train public address systems to advise passengers of locations, transfer points, and other pertinent information. Politely and courteously answers passengers inquiries regarding travel information, fares, directions, and city transit information.
5	Makes route adjustments as necessary or upon receipt of instructions from supervisory personnel.
6	Corrects disabling train malfunctions as directed by the Control Center and Rail supervision.
7	Troubleshoots defective doors and other train defects which may require use of elevated or subway catwalks or ballast in all types of weather and lighting conditions.
8	Puts out / lays up trains and performs necessary inspections.
9	Prepares accurate, concise reports of unusual occurrences, accidents, and train defects which occur while on duty.
10	Flags and/or protects disabled passengers on trains.
11	Inspects vehicle for lost articles.
12	Performs related duties as assigned.

SUPERVISORY RESPONSIBILITIES

Reporting to this position are the following jobs:



THE CHICAGO TRANSIT AUTHORITY POSITION DESCRIPTION

Job Title
•

CHALLENGES
•

EDUCATION/EXPERIENCE REQUIREMENTS
<ul style="list-style-type: none">• Required to submit to and pass drug and alcohol testing as mandated by the Federal Transportation Administration.• Required to be at least 21 years of age.• Must be a qualified Conductor, Flagman, Towerman, or Switchman.

PHYSICAL REQUIREMENTS
<ul style="list-style-type: none">• Requires good eyesight and the ability to distinguish signals of different colors.• Standing while operating train through slow zones, curves, restricted areas, etc.• Walking when trouble shooting, to & from putouts, layups, and relief points.• Sitting while operating train in non-standing zones.• Pushing / pulling actuators and jumper rods, and when coupling and uncoupling trains.• Climbing on & off trains and stairs to platforms.• Balancing on catwalks and moving trains.• Stooping / kneeling to cut out or reset switches.• Reaching for certain train controls, and to reset doors and overhead bypasses.• Handling master controller and other train controls.• Fingering to reset switches and door resets.• Talking to and hearing controller, conductor, and supervisor, using 2-way radios, making internal / external announcements via train p.a. system, and answering passenger inquiries.• Seeing train controls within motor cab, observing track, switches, signals, and track workers.• Seeing in color to observe signals of different colors.

KNOWLEDGE, SKILLS, AND ABILITIES
<ul style="list-style-type: none">• Detailed knowledge of the routes, switches, signals, and all other regulatory signs and devices.• Working knowledge of the rules, regulations, and procedures pertaining to the operation of rail vehicles.• Working knowledge of CTA service area and operation, and the locations of all major



THE CHICAGO TRANSIT AUTHORITY POSITION DESCRIPTION

traffic generators.

- Working knowledge of train traction motor, braking, door, air comfort, 600-volt supply, and coupling systems in order to correct or override disabling malfunctions quickly.
- Good oral communication skills to speak in a clear and concise manner.
- Ability to develop and maintain effective working relationships with all levels of Authority personnel, external sources, and the public
- Ability to accurately read and interpret schedules.
- Ability to read maps and provide directions.

WORKING CONDITIONS

- Most activities performed inside train.
- Subject to weather conditions while working as a flagman.
- Must be able to tolerate extreme weather conditions and long intense work periods.
- Noise while operating in subway or at high speeds.
- Vibration while operating over rough areas of track.
- Mechanical hazards from trouble shooting mechanical problems and cutting / adding trains.
- Electrical and burn hazards from electrified third rail – 600 volts.
- Height hazards when trouble shooting on elevated structure.
- Fumes due to braking mechanism defects.
- Dust in subway

EQUIPMENT, TOOLS, AND MATERIALS UTILIZED

- CTA Rail Car, CTA Cellular Telephone, Two-way Radio, Portable Track Trip, electronic wayside warning device