



**THE CHICAGO TRANSIT AUTHORITY  
POSITION DESCRIPTION**

<b>JSN:</b> 0263	<b>Grade:</b> H462	<b>Union Affiliation:</b> 308
<b>Position:</b>	Switch Worker	
<b>Department:</b>	Rail Operations	
<b>Location:</b>	Various	
<b>Reports To:</b>	Manager	
<b>Safety Sensitive:</b>	FTA	<b>Date:</b> May 31, 2002

**POSITION SUMMARY**

Maneuvers rail cars in and around terminals, terminal yards and the right-of-way for purposes of service, storage, maintenance and transfer. Ascertains that switches are properly line and safety procedures are adhered to before moving rail cars in and around terminal and terminal yards.

**PRIMARY RESPONSIBILITIES**

1	Ascertains that switches are properly line and safety procedures are adhered to before moving rail cars in and around terminal and terminal yards.
2	Couples and uncouples rail cars.
3	Ensures that rail cars placed in the yard on storage racks are properly dressed for storage (i.e. heat, body lights, tail lights, headlights, air conditioning, motors turned off, unless otherwise instructed, and windows closed).
4	Confers with the Yardmaster and Tower Worker and/or Transportation Manager to ensure that rail cars are moved to proper locations.
5	Keys up rail cars for heat during cold weather.
6	Troubleshoots or isolates defective rail cars.
7	Assists errant passengers in yard.
8	Performs related duties as assigned.

**SUPERVISORY RESPONSIBILITIES**

Reporting to this position are the following jobs:

<b>Job Title</b>
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**CHALLENGES**

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### **EDUCATION/EXPERIENCE REQUIREMENTS**

- Required to submit to and pass drug and alcohol testing as mandated by the Federal Transportation Administration.
- Must be qualified Motorman and Conductor.
- Must demonstrate the knowledge and ability to completely operate all types of trains utilized in the area assigned.
- Must have experience in related qualifying rail system positions.

### **PHYSICAL REQUIREMENTS**

- Must have strength in standing when operating train; at switches; waiting for adds and cuts, walking to and from trains and switches, pushing draw bars, jumper switches, drum switches, and pulling when uncoupling lever, draw bars, jumper and drum switches.
- Must be able to climb into rail cars from track level; to drop or hook chains; end sills, etc. and balance while coupling/uncoupling trains; walking thru yards.
- Must be able to stoop, kneel and crouch when throwing switches; to get drum switches, and crouching when uncoupling trains.
- Must be able to reach for switches, chains, grab bars, draw bars, rods, uncoupling lever, etc.
- Must be able to handle and finger to reach for switches, chains, grab bars, draw bars, rods, uncoupling lever, etc
- Must be able to talk and hear via 2-way radio. Must communicate with Yard Master, Tower Worker, Manager, and hear calls on radio and PA system. Receive instructions.
- Must be able to see near when operating controls within motor cab, far when operating trains, observing trains; observing yard layout, signals, flags, etc. and have color vision for signals, switch points, signs, flags.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Required to have a thorough knowledge of train tractor motor, braking door, air comfort, 600 volt supply and coupling systems to correct disabling malfunctions rapidly.
- Required to have knowledge of the routes, switches, signals, yard layout, and all regulatory signs and devices in the assigned area.
- Required to have a thorough knowledge of the rules, regulations and procedures relative to the operation of rail vehicles in and around terminals, the right –of-way and yards.
- Required to read, interpret, and understand schedules and signaling devices.

### **WORKING CONDITIONS**

- Exposed to extreme cold under existing weather conditions.



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- Exposed to extreme heat under existing weather conditions
- Exposed to wet and humid with rain under existing weather conditions.
- Exposed to noise and vibrations with the movement of trains; train horns.
- Exposed to dust within train yards.

**EQUIPMENT, TOOLS, AND MATERIALS UTILIZED**

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