



OPERATING DEPARTMENT

SECTION	SUBJECT
JOB DESCRIPTION	HOSTLER

Report to the Superintendent of Operations and/or the Chief Mechanical Officer.

Unless otherwise instructed, hostlers shall not permit anyone to handle engine(s), except qualified engineers, or other qualified persons as indicated in the FRRS Qualification Program.

Hostler duties may include, setting up barricades for traffic control to isolate potentially dangerous situations, operating forklift, sanding, fueling, cleaning and moving locomotives. This position will require throwing switches and other duties associated with the movement of locomotives.

Engines must not be left operable without a qualified volunteer(s)/employee(s) in charge, except at designated places when servicing is being performed; and must not be left standing in such position as to block movements on adjoining tracks or crossings.

Engines must have the reverser removed from the control stand when no qualified qualified volunteer(s)/employee(s) are in the cab, and the reverser locked in the storage bin.

Hostlers shall not operate engines outside of servicing facilities, and tracks and are limited to areas in the yard as indicated by the Superintendent of Operation, Yard Master or the Chief Mechanical Officer.

As a minimum, a hostler shall maintain current qualification as Brakeman per the FRRS Operations Qualification Program, and shall be currently qualified on the FRRS Rules as provided for in the Qualification Standard.

Hostlers duties are such that they assist the mechanical department in the servicing and maintenance of equipment, by allowing them to move locomotives without being qualified as a yard engineer.

In all cases, hostlers shall observe fully all rules and regulations of the General Code of Operating Rules, Code of Safe Practices, and Feather River Rail Society Policies and Procedures.

SAFETY: Ensure full compliance with all the regulatory and Feather River Rail Society standards, policies, codes and guidelines. Solicit feedback from operating personnel to resolve current or potential safety infractions or unsafe work conditions.

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TEAMWORK: Interface with other crew members within the FRRS. Evaluate the conditions of the area of responsibility, ensure optimum responsiveness in areas of work. Provide strategic focus, on key contacts and building agreement in matters that relate to safety, work processes, FRRS policies and procedures and the reliability of the museum operations.

EMERGENCY RESPONSE: Ensure safe, efficient and effective response to any emergency that may occur within assigned area of responsibility. Review and assess skill of personnel for knowledge and understanding of established emergency procedures and provide training where needed.

MANAGING FOR RESULTS: Review indicators (i.e. audits, measures, etc.) that will provide useful information to determine areas for improvement and areas of high performance. Solicit feedback for improving efficiency and effectiveness

COMMUNICATION: Responsible for delivering clear, accurate and timely information to volunteers, employees, and members. Provide information to volunteers, employees, and members. that gives the clear expectations and goals. Listen to feedback for concerns and issues that may impact meeting the goals of the FRRS.

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