



OPERATING DEPARTMENT

	SECTION	SUBJECT
	JOB DESCRIPTION	ROAD FOREMAN OF ENGINES

Report to Superintendent of Operations

They have supervision over engineers, firemen and hostlers and are required to know that they are properly qualified to perform their duties and understand the rules.

They must make such efficiency tests as are necessary to enable them to know that the rules and regulations are complied with at all times.

It is their duty to ride upon the engines frequently and instruct engineers and firemen in regard to the proper performance of their duties, and report the qualifications of engineers and firemen, and any violation of rules or neglect of duty which may come to their knowledge to the Superintendent of Operations.

Consults with the Chief Mechanical Officer in respects to the conditions and requirements of engines and advise the Superintendent of Operations upon all matters relating to the safe and efficient operation.

A person who gives qualifications check out runs with student engineers, and approves their qualification to be promoted to Engineer.

SAFETY: Responsible for the safe operation of the Operations Department. Ensure full compliance with all the regulatory and Feather River Rail Society standards, policies, codes and guidelines by operating personnel. Conduct safety meetings to communicate issues and safety related concerns. Solicit feedback from operating personnel to resolve current or potential safety infractions or unsafe work conditions.

TEAMWORK: Interface with other departments within the FRRS. Monitor and evaluate the conditions of the area of responsibility, ensure optimum responsiveness in all 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. Establish clear expectations for responding to any unplanned 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.

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MANAGING FOR RESULTS: Establish, workload and staffing targets that will provide an efficient, effective and productive controls.. 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. Provide recognition for achieving results and discipline for inappropriate behavior.

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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