

May 24, 2019

TITLE: Manager, Rail Transportation Communications
EMPLOYMENT TYPE: Exempt
DIVISION: Rail (Systems Engineering)
APPLICATION DEADLINE: Friday, June 14, 2019
PAY RANGE: \$2,117 - \$3,176 per week (\$110,089 – \$165,134 estimated annually)
WORK LOCATION: San Carlos, CA
WORK SCHEDULE: Full-Time

Job Summary: The Manager, Rail Transportation Communication reports to the Deputy Director, Systems Engineering and is responsible for developing, executing, and managing the commuter rail's communication systems program for the Peninsula Corridor Joint Powers Board (Caltrain).

Examples of Essential Functions:

- Monitor all Caltrain communications systems to ensure systems are in compliance with Federal Communication Commission (FCC) requirements.
- Oversee, develop, and maintain communication systems standards for Caltrain including but not limited to Digital Radio, Radio Frequency, Fiber Network; Global Positioning System (GPS) time synchronization; and future federal mandated systems such as Positive Train Control (PTC) and Electrification.
- Plan and manage the communication systems contractor maintenance program.
- Analyze system performance and technology platforms to develop short and long term plans to optimize operational requirements including migrations to new technology platforms such as PTC, Digital Radio, Fiber Optic Network, IP based technologies, Supervisory Data Acquisition System, Vehicle Communication System, and communication systems in an electrified environment.
- Serve as Project Manager on communication system projects including develop project work plans, budgets, and schedules.
- Perform design reviews of capital projects for the development of communications systems, conceptual designs, preliminary engineering, and final design packages including design criteria, drawings and specifications.
- Supervise staff. Hire, mentor and take appropriate corrective and/or disciplinary action. Ensure EEO policies and procedures are followed. Participate in selection, coordinate staff training and professional development, objectives, monitor and evaluate employee performance.

Examples of Duties:

- Monitor and maintain communication systems to include wide and local area networks; voice and data radio, microwave radio, telephone and intercom, Closed Circuit Television (CCTV), intrusion & access control, fire alarm, public address and variable message displays, central train control, supervisory data acquisition systems, Global Positioning System (GPS) time synchronization, automatic vehicle location, and associated conduit and cabling infrastructure. The future system will include federally mandated PTC and Electrification.
- Oversee the installation, maintenance, overhaul, integration, expansion, troubleshooting, and repair of radio systems hardware such as transmitters, receivers, trunking systems and equipment including associated Uninterrupted Power Systems (UPS), antenna arrays and supporting technologies such as GPS, Data and Microwave networks.
- Provide HVAC Engineering support to ensure all communications systems compartments and houses are properly cooled to provide reliable service.
- Provide electrical engineering support in the design and review of communications systems.
- Provide training in communication systems to staff in Engineering, Rail Operations and Maintenance departments

- Review cost estimates, monitor project schedules and budgets, monitor work in progress, approve, negotiate and execute contract changes including review and authorize consultant invoices and contractor progress payments.
- Manage consultants, contractors and vendors.
- Evaluate job performance of staff which also includes the professional development of staff through the identification of on-the-job and other professional development opportunities.
- Perform all job duties and responsibilities in a safe manner to protect one's self, fellow employees and the public from injury or harm. Promote safety awareness and follow safety procedures in an effort to reduce or eliminate accidents.
- Perform other duties as assigned.

Supervision: This position works under the guidance of the Deputy Director, Railroad Systems Engineering, who establishes goals and objectives, monitors and evaluates performance.

Minimum Qualifications: Sufficient education, training and experience to demonstrate the knowledge and ability to successfully perform the essential functions of the position are required. Development of the required knowledge and abilities is typically obtained through, but not limited to:

- Bachelor of Science degree in Electrical Engineering, Systems Engineering, Computer Engineering, or related discipline.
- Four (4) years communications systems design, engineering experience in transportation, defense, or aerospace industries.
- Two (2) years of experience as a supervisor or lead.

Other Requirements:

- Experience working with basic communications systems design tools is desirable.
- Project Management experience is desirable.
- Must have experience with Applications such Visio, AutoCAD, Microsoft Project, Excel, and Word.

Selection Process May Include:

The process will include a panel interview and may include written and skills test assessments. Only those candidates who are the most qualified will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to continue in the process.

Current Employment Benefits at SamTrans:

- Time Off: Up to 26 days of paid time off per year
- Holidays: Seven paid holidays, plus up to five floating holidays per year
- Cafeteria Plans: Medical, dental, vision care, group life insurance, and more
- Transportation: Free bus transportation for employees and qualified dependents
- Retirement: Public Employees Retirement Systems (CalPERS) and Social Security
 - Classic Members – 2% @ 60 benefit formula, 3 years average of highest compensation
 - New Members – 2% @ 62 benefit formula, 3 years average of highest compensation

HOW TO APPLY:

Although we encourage applicants to apply online, we are still accepting paper applications.

- Apply online or complete a SamTrans Employment Application per instructions printed on the application.
- When completing the online application, please follow instructions on the Prospective Employee Reference Guide found at www.smctd.com/jobs.html. When completing the paper application, please specify the position for which the application is being submitted.
- Incomplete or improperly completed online or paper applications may be rejected even if you are qualified for the position for which you are applying. It is your responsibility to ensure that the online or paper application reflects the work experience and education needed to meet the requirements for the position(s) for which you are applying.
- Your completed application package be received by the District's Human Resources Department by the specified deadline to receive consideration. Paper applications must be received by the Human Resources Department by 4:30 pm on the application deadline date. Online applications must be submitted prior to midnight on the application deadline date.

The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request. If you have a need for an accommodation, please call (650) 508-6308. SamTrans is an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities, Veterans and disabled Veterans are encouraged to apply