

STATE OF OHIO (DAS)CLASSIFICATION
SPECIFICATION**CLASSIFICATION SERIES:**

Railroad Inspector

SERIES NO.:

2331

MAJOR AGENCIES:

Public Utilities Commission, Transportation

EFFECTIVE DATE:

02/26/2012

SERIES PURPOSE:

The purpose of the railroad inspector occupation is to perform inspections of railroad facilities & equipment to ensure compliance with federal & state laws, rules, regulations & track safety standards.

At the lowest level, incumbents perform independent inspections of railroad facilities & equipment to enforce compliance with applicable regulations.

At the middle levels, incumbents receive training in Federal accident prediction formula & state funding appropriation matrix, lead diagnostic team, direct meetings with high level government & railroad officials regarding selection of crossings for federal & state programs or receive training in Federal Railroad Administration safety disciplines, inspection principles & techniques, conduct & coordinate field inspections & investigations of railroad track structures to ensure compliance with federal safety standards.

CLASS TITLE:

Railroad Inspector 1

CLASS NUMBER:

23311

EFFECTIVE DATE:

11/12/1995

CLASS CONCEPT:

The entry level class works under general supervision & requires some knowledge of railroad track, equipment & facility construction, installation, maintenance, safety & operating principles in order to inspect railroad facilities & equipment to ensure compliance with state regulations.

CLASS TITLE:

Railroad Inspector 2

CLASS NUMBER:

23312

EFFECTIVE DATE:

11/12/1995

CLASS CONCEPT:

The developmental level class works under general supervision & requires working knowledge of federal accident prediction formula & state funding appropriation matrix in order to gather data to determine funding & selection of grade crossing improvements & enhancements & monitor construction.

CLASS TITLE:

Railroad Inspector 3

CLASS NUMBER:

23313

EFFECTIVE DATE:

11/12/1995

CLASS CONCEPT:

The full performance level class works under direction & requires considerable knowledge of railroad track & equipment construction, installation, maintenance, safety & operating principles & federal inspection & enforcement procedures & investigation techniques in order to coordinate & conduct field inspections & investigations to ensure compliance with Federal Railroad Administration safety standards.

CLASS TITLE: Railroad Inspector 1	CLASS NUMBER: 23311	BARGAINING UNIT: 07
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EFFECTIVE DATE:

11/12/1995

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Conducts independent inspections of railroad facilities & equipment (e.g., tracks, highway/rail grade crossings, cabooses, bridges, cars, crew quarters, signals, switches, safety devices) to enforce compliance with Public Utilities Commission rules & regulations & state statutes, recommends corrective action to railroad companies & performs follow-up inspections to ascertain completion of corrective measures.

Independently or in cooperation with other railroad inspectors, investigates railroad accidents (e.g., derailments, hazardous material spills, grade crossing or railroad employee fatality), railroad employee & public citizen complaints of safety violations & participates in examination of operational reports & records for noncompliance with Public Utilities Commission rules & regulations & state statutes.

Collects data & exhibits to prepare reports of accident findings & safety violations & attends hearings, court proceedings, meetings & conferences pertaining to violations of Public Utilities Commission &/or state codes, rules & regulations & operates computer to enter & retrieve data.

MAJOR WORKER CHARACTERISTICS:

Knowledge of railroad safety & operating principles; railroad track, equipment & facility construction, installation & maintenance; Public Utilities Commission rules & regulations & state statutes governing railroads*; Public Utilities Commission & state inspection & enforcement procedures*; federal & state railroad grade crossing safety improvement policies & procedures*; basic fundamentals of engineering*; photography*. Skill in operation of photography equipment*; use of level board, track gage & related testing equipment. Ability to define problems, collect data, establish facts & draw valid conclusions; communicate effectively, orally & in writing, regarding technical matters of railroad safety; calculate fractions, decimals & percentages; prepare meaningful, concise & accurate reports; establish & maintain effective working relationships with railroad & government officials & general public; gather, collate & classify information about data, people or things; demonstrate agility.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

12 mos. trg. or 12 mos. exp. in railroad safety & operating principles; 12 mos. trg. or 12 mos. exp. in railroad track, equipment & facility construction, installation & maintenance; 3 mos. trg. or 3 mos. exp. in use of level board, track gage & related testing equipment; travel required, must be able to provide own transportation.

-Or equivalent of Minimum Class Qualifications For Employment noted above may be substituted for the experience required.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Completion of on-job training & classroom instruction.

UNUSUAL WORKING CONDITIONS:

Works outside exposed to all weather conditions; work involves high percentage of travel & travel may be overnight; overtime may be required evenings or weekends.

CLASS TITLE: Railroad Inspector 2	CLASS NUMBER: 23312	BARGAINING UNIT: 07
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EFFECTIVE DATE:

11/12/1995

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Monitors & audits installation of active warning devices at grade crossings, inspects & verifies enhancements made under state funded programs, conducts grade crossing surveys, leads diagnostic team regarding prioritization of crossings for federal & state programs, develops data for application for federal & state funding formulas, acts as liaison to facilitate resolutions of public complaints & directs meetings with high level government & rail officials regarding selection of crossings for federal & state program.

Participates in negotiations & serves as mediator in disputes between railroad officials, labor organization representatives, public officials & general public; acts as field liaison for supervisor & represents division at meetings & conferences with railroad officials, rail shippers, public, state & federal officials & construction management.

Conducts independent or cooperative inspections of railroad facilities & equipment & investigations of railroad accidents, safety violations & citizen complaints to enforce & ensure compliance with Public Utilities Commission rules & regulations & state statutes.

Reviews railroad operational records (e.g., track maintenance schedules & activities) for compliance with applicable laws & rules & prepares comprehensive reports & recommendations relative to noncompliance investigations, inspections & necessary structural & operational changes & operates computer to enter & retrieve data.

Meets with railroad officials to explain railroad regulations & safety standards, promotes cooperation between carriers, management, labor organizations & Public Utilities Commission for improvement of safety conditions; participates in negotiations between management & labor organizations &/or disputes with general public & attends Public Utilities Commission hearings & court proceedings, testifies as expert witness & represents railroad division at meetings & conferences as assigned, promotes grade crossing safety through participation in organizations promoting railroad safety; makes presentations at schools & organizations regarding railroad safety; answers questions & provides information to lower-level railroad inspectors regarding inspection & investigation procedures.

MAJOR WORKER CHARACTERISTICS:

Knowledge of railroad operating principles; railroad track & rolling construction, installation & maintenance; Federal Railroad Administration rules & regulations, safety standards & inspection procedures*; Public Utilities Commission rules & regulations & state statutes governing railroads & inspection & enforcement procedures; federal & state railroad grade crossing safety improvement policies & procedures; employee training & development*; public relations; fundamentals of engineering; photography. Skill in operation of photography equipment; use of level board, track gage & related testing equipment. Ability to define problems, collect data, establish facts & draw valid conclusions; calculate fractions, decimals & percentages; communicate effectively, orally & in writing, regarding technical matters of railroad safety; prepare meaningful, concise & accurate reports; establish & maintain effective working relationship with railroad & government officials & general public; demonstrate physical agility.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

24 mos. trg. or 24 mos. exp. in evaluation of railroad grade crossing safety, selection methodology for grade crossing improvement programs; travel required, must be able to provide own transportation.

-Or 24 mos. exp. as Railroad Inspector, 23311; travel required, must be able to provide own transportation.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Completion of agency sponsored training/coursework in application of federal accident prediction formula & state funding appropriation matrix.

UNUSUAL WORKING CONDITIONS:

Works outside exposed to all weather conditions; overnight travel may be required; overtime may be required evenings or weekends; on call 24 hrs. per day, 7 days per week; may be exposed to hazardous materials.

CLASS TITLE: Railroad Inspector 3	CLASS NUMBER: 23313	BARGAINING UNIT: 07
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EFFECTIVE DATE:

11/12/1995

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Coordinates & conducts field inspections & investigations of railroad track structures, motive power & equipment, properties & operations to ensure compliance with Federal Railroad Administration safety standards (e.g., tracks, bridges, signal & train control systems, facilities, grade crossings, rolling equipment, maintenance, rehabilitation & construction, motive power & equipment, operating practices, hazardous materials), cooperates with state & federal inspectors on inspections & investigations & initiates corrective actions where non-compliance & potential hazards exist.

Conducts special railroad investigations in accordance with Federal Railroad Administration rules & regulations (e.g., accidents, train wrecks, train derailments, safety violations, complaints, petition & application investigations pertaining to federal track standards & federal motive power & equipment standards, carrier compliance program, spot compliance); reviews & determines appropriateness of applications for grade crossing installations & track clearance variances.

Prepares technical reports of findings & recommendations; collects &/or oversees collection of data & evidence for legal proceedings; appears as expert witness at hearings of safety violations; prepares analysis of data & evidence to be used in program evaluation reports; develops guidelines for freight rehabilitation & construction administration & monitoring systems; operates computer to enter & retrieve data.

Participates in negotiations & serves as mediator in disputes between railroad officials, labor organization representatives, public officials & general public; acts as field liaison for supervisor & represents division at meetings & conferences with railroad officials, rail shippers, public, state & federal officials & construction management.

MAJOR WORKER CHARACTERISTICS:

Knowledge of railroad operating principles; railroad track & equipment construction, installation & maintenance; Federal Railroad Administration rules & regulations & safety standards; public relations; labor relations*; Federal Railroad Administration inspection procedures & enforcement & investigation techniques; fundamentals of engineering; federal & state railroad grade crossing policies & procedures; photography; supervisory principles & techniques*; employee training & development*. Skill in operation of photography equipment, level board, track gage, motive power & equipment wheel, adapter & air test gauges & related test equipment. Ability to define problems, collect data, establish facts & draw valid conclusions; calculate fractions, decimals & percentages; prepare meaningful, concise & accurate reports; communicate effectively, orally & in writing, regarding technical matters of railroad safety; establish & maintain effective working relationships with railroad & government officials & general public; demonstrate physical agility.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Federal Railroad Administration certification in one of Federal Railroad Administration inspection safety disciplines as contained in Title 49, Code of Federal Regulations; travel required, must be able to provide own transportation.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Works outside exposed to all weather conditions; overnight travel may be required; overtime may be required evenings & weekends; on call 24 hrs. per day, 7 days per week; may be exposed to hazardous materials.