



JOB OPENING ANNOUNCEMENT

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Employment Hotline (650) 508-6308

October 27, 2023

TITLE: Systems Safety Officer - Rail
EMPLOYMENT TYPE: Exempt/Safety Sensitive
DIVISION: Safety, Security & Risk Management
APPLICATION DEADLINE: Sunday, November 19, 2023
PAY RANGE: \$ 1,913 - \$2,870 weekly (\$99,511- \$149,267 estimated annual)
WORK LOCATION: San Carlos, CA

JOB SUMMARY:

The Systems Safety Officer-Rail reports to the Director, Safety and Security, and closely with the Chief Safety Officer, Rail. The Systems Safety Officer works 90% with Rail Safety and 10% with District Safety and Security is responsible for assisting the Rail Design & Construction Engineering Departments in analyzing, identifying, and documenting systems under development for safety issues, certification, risk, and provide meaningful solutions in the design, construction, and commissioning of various Capital and State of Good Repair projects primarily for the Peninsula Corridor Joints Powers Board (Caltrain).

EXAMPLES OF ESSENTIAL FUNCTIONS:

- Evaluate the System Safety Program Plan (SSPP) and update the Caltrain contractors' safety program. Evaluate construction processes and practices for risks to safety of employees, contractors, customers, and the public.
- Review capital projects from design to commissioning to identify risks and appropriate corrective actions, and lead the development and implementation of safety certification plans and development of safety certifiable items list.
- Attend project construction meetings; assist the Project Manager in representing engineering safety goals.
- Assist in development and presentation of specific safety programs for contractors and subcontractors.
- Identify, inspect, or investigate construction-site hazards. Document conditions and required corrective action. Assist in the development and implementation of plans to reduce, remove, or eliminate hazards. Document results.
- Assist in Investigation and documentation of accidents, "near-misses," hazardous conditions or unusual occurrences.

EXAMPLE OF DUTIES:

- Ensures safe rail operations and working conditions, and compliance with applicable federal, state, and local safety regulations.
- Review contractor site-specific safety plans, test plans and procedures to assure safe conditions.
- Oversee and assist with identification and resolution of safety hazards from design to acceptance of Caltrain infrastructure projects and repairs.
- Organize and schedule safety inspections and audits of construction sites to assure compliance with federal, state, local and district safety practices, and guidelines.
- Identify, inspect, or investigate construction-site hazards. Document conditions and required corrective action.

San Mateo County Transit District, 1250 San Carlos Ave., San Carlos, CA 94070-1306

- Assist in the development and implementation of plans to reduce, remove, or eliminate hazards and document results.
- Perform all job duties and responsibilities in a safe manner to protect oneself, 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: Works under the general supervision of the Director, Safety and Security, who establishes goals and objectives and evaluates performance.

MINIMUM QUALIFICATIONS:

Sufficient experience, training and/or education to demonstrate the knowledge and ability to successfully perform the essential functions of the position. In lieu of a degree, work-related experience that demonstrates the skills and experience necessary to perform this role will be accepted. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in safety, engineering, physical sciences, or related discipline.
- Three (3) years of System Safety experience working in a transportation or commuter rail environment.
- Must possess effective oral, written, and presentation communication skills.
- Must possess a valid California driver license with safe driving record.
- Able to pass a drug and alcohol test.

PREFERRED QUALIFICATIONS:

- Knowledge and application of federal and state regulations and OSHA safety requirements.
- Knowledge of system and construction safety inspection and incident investigation techniques.
- Ability to establish and maintain effective working relationships with employees, management, and the general public.
- Ability to respond 24/7 and work a required weekend and/or evenings to oversee capital project safety activities.

SELECTION PROCESS:

The process may include written and skills test assessments or supplemental questions and will require a panel interview. 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.

This is a safety sensitive position. As a part of the pre-employment process, you are required to successfully complete a medical, drug/alcohol, DMV, and a background investigation.

CURRENT EMPLOYMENT BENEFITS:

For further Benefits details please go to: <https://www.caltrain.com/about-caltrain/jobs/employee-benefits>

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| Holidays: | Seven (7) paid holidays, plus up to four (4) floating holidays per year |
| Paid Time Off: | Up to 26 days per year |
| Cafeteria Plan: | Medical, dental, vision care, group life insurance, and more |
| Transportation: | Free bus transportation for employees and qualified dependents |
| Work Location: | Select positions are eligible to work remote up to 50% of the time |
| Retirement: | Social Security and California Public Employees Retirement Systems (CalPERS) <ul style="list-style-type: none"> ○ Classic Members – 2% @ 60 benefit formula, 3-year average of highest compensation ○ New Members – 2% @ 62 benefit formula, 3-year average of highest compensation |

HOW TO APPLY:

- To apply, please visit the <https://www.caltrain.com/about-caltrain/jobs>. Complete an online employment application and supplemental questionnaire by 11:59 pm on **Sunday, November 19, 2023**. A resume will not be accepted in lieu of the application and supplemental questionnaire (If required). Incomplete application will not be considered.
- 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 accommodation, please contact

the Human Resources Department at (650) 508-6308.

- SamTrans celebrates diversity and is committed to creating an inclusive, and welcoming workplace environment. We are an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities and Veterans are encouraged to apply.