



# JOB OPENING ANNOUNCEMENT

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Employment Hotline (650) 508-6308

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March 29, 2024

**TITLE:** Manager, Rail Vehicle Engineering  
**EMPLOYMENT TYPE:** Exempt  
**DIVISION:** Engineering  
**APPLICATION DEADLINE:** Sunday, April 21, 2024  
**PAY RANGE:** \$2,342 - \$3,512 weekly (\$121,792 - \$182,688 Estimated Annual)  
**WORK LOCATION:** San Carlo, CA

**JOB SUMMARY:** The Manager, Rail Vehicle Engineering reports to the Deputy Director Rail Systems Engineering. The manager is responsible for ensuring the design and maintenance integrity of rail cars and maintenance vehicles, vehicle systems, subsystems, and support equipment for the PCJPB Caltrain.

## **EXAMPLES OF ESSENTIAL FUNCTIONS:**

- Responsible for design and maintenance integrity. Evaluates the performance of transit rail car and maintenance vehicle systems, subsystems, and components; oversees investigation into malfunctions and failures. Required to make recommendations for remedial action.
- Direct and participate in the development and revision of vehicle maintenance and testing programs and procedures.
- Lead in the design authority for development and procurement of equipment and services related to rail cars and maintenance vehicles.
- Ensure that the requirements for new rail cars, maintenance vehicles, and their related systems, subsystems, and support equipment are included in Caltrain's specifications.
- Supervise staff. Hire, mentor, and take appropriate corrective and/or disciplinary action. Ensure EEO policies and procedures are followed. Participate in selection of staff. Coordinate staff training and professional development. Establish performance objectives. Monitor and evaluate employee performance.

## **EXAMPLE OF DUTIES:**

- Develop technical specifications and designs for new vehicles and/or replacement equipment; research industry standards and incorporate into specifications as applicable.
- Review equipment condition and reliability and recommend systems or subsystems for replacement or rehabilitation under the Capital Improvement Program. Perform life cycle cost analysis to determine the effectiveness of current systems and equipment in meeting service requirements.
- Perform engineering and technical evaluation of new vehicles and new, modified, or existing equipment to ensure conformity with Caltrain's installation, performance, and maintenance standards. Analyze the above-mentioned modifications for potential effects in rail car/track equipment cost, time requirements, and reliability.
- Analyze vehicle equipment failures; develop, implement, and document resulting changes to maintenance procedures and equipment design.
- Evaluate technical proposals, cost estimates, specifications, and designs for compliance with Caltrain's operational needs.
- Review contractor submittals, evaluate test procedures, maintenance manuals, and inspection schedules for new equipment and recommend improvements to enhance reliability objectives.
- Develop effective standards for vehicle, equipment, and system testing; perform testing in

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

- coordination with maintenance and/or engineering personnel.
- Prepare technical reports relating to design, compatibility, maintenance, and testing requirements of rail car/track equipment systems and subsystems.
- Develop implementation schedules and coordinate installation and monitor progress to ensure adherence to schedule and budget.
- Perform engineering and design work to assist with maintaining engineering documentation for the Configuration Control Management process. Ensure configuration control for technical documentation, maintenance manuals, and drawings.
- Stay abreast of new developments in the field of rail transit vehicle engineering.
- Respond to incidents, conduct incident investigations, and prepare formal reports of findings.
- 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 Deputy Director Rail Systems Engineering, 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 mechanical, electrical, or a related engineering field
- In lieu of a bachelor’s degree, a high school diploma and nine (9) years of experience performing vehicle engineering tasks (i.e., troubleshooting, vehicle/sub-system testing, component/sub-system design, development, and review of technical documentation) may be considered.
- Two (2) years of progressively responsible engineering experience performing rail/maintenance of way vehicle engineering tasks (i.e., troubleshooting, vehicle/sub-system testing, component/sub-system design, development, and review of technical documentation).

**PREFERRED QUALIFICATIONS**

- Experience in developing equipment specifications is desired.

**SELECTION PROCESS:**

The process may include a 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.

**CURRENT EMPLOYMENT BENEFITS:**

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

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 rail transportations for employees 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"> <li>○ Classic Members – 2% @ 60 benefit formula, 3-year average of highest compensation</li> <li>○ New Members – 2% @ 62 benefit formula, 3-year average of highest</li> </ul>

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**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, April 21, 2024**. 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.