## **Example of Rail & Transit Job Description**



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Our growing company is hiring for a rail & transit. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for rail & transit

- Develop the team to provide effective design management, project management, project coordination and requirements management services to rail & transit projects
- Coordinate project resource needs with the VP Design Management and operate collaboratively with other regional teams
- Present at conferences and participate in workshops to strengthen existing client relationships and establish new relationships
- Non-project management project, or non-core, work could include some or all of design, design reviews, cost and quantity estimating, scheduling, specification writing, report writing, presenting
- Preparing proposals for new work
- Business development / developing leads aiding in winning new work
- Building project teams and managing project staffing
- Preparing and monitoring scopes of work and methodologies
- Overseeing quality review process for submittals
- Non-project management project, or non-core, work could include some or all of design reviews, scheduling, report writing, presenting

## Qualifications for rail & transit

• 15+ years of experience in the design, management, planning and implementation of rail transit projects

- Understanding of New York/New Jersey metropolitan area railroad operations and transit agencies
- Experience managing successful, large rail transit projects is required
- Working / technical knowledge of rail systems (track, Signal, Power, OCS, structures)
- Working knowledge of railway operations / infrastructure preferred