

Track Foreman

Position Summary:

Responsible for leading a specialized team in planning, organizing and managing one of our rail operations, insuring track maintenance, track inspections, upkeep on MOW equipment is done in a safe, environmentally friendly, and efficient manner. This is a position that requires frequent travel to various locations. Experience in the railroad industry is preferred, but general construction/civil construction experience will be evaluated on a case by case basis. Foreman will report direct to General Superintendent.

General Duties:

- Supervises and works in conjunction with General Superintendent to schedule activities of workers engaged in the installation and repair of railroad track.
- Participates in management of the project budget, and daily communication with customers for scheduling and other issues to ensure a smooth operation.
- Possesses experience and knowledge with:
 - MOW Equipment
 - Track Maintenance
 - Track Inspections
 - Reading and executing plans
 - Civil construction
- Provide quality service to customers on every shift every day
- Ability to build strong relationships with customer contacts
- Ability to understand the customer contract and rate structure.
- Ability to manage multiple tasks.
- Ability to produce and promote a safety culture that results in prevention of unsafe behaviors.
- Committed to teaching and promoting personal responsibility.
- Proactive leader that is able to solve problems, make decisions and direct people in a positive manner.
- Build and maintain strong relationships with vendors
- Work with support staff to meet all operational deadlines.
- Set an example of professionalism and customer service.
- Hands on leadership with operational and technical skills.
- Create and foster an environment for team building.

Job Requirements/Qualifications:

- Hands on, hard-working, self-starter
- In depth knowledge of Track/Railroad construction/maintenance is a preferred.
- Ability to work independently with minimal supervision
- Good oral and written communication skills.
- Dynamic personality to lead employees and put safety first.
- Able to work multiple shifts and overtime as required
- Must be able to work in varying weather conditions

- Must be willing to travel (travel requirement could be 50-70%)
- Must be willing to submit to and be able to pass a drug screen
- Must be able to pass a background check, e-rail safe and on-track safety
- Must show respect to the public while travelling and performing duties as outlined.
- Construction experience preferred. Specific to railroad desirable.
- Management experience is a plus.
- 5+ years of Construction experience preferred; best if in rail industry.

Physical Requirements:

- This position is required to work outdoors in a wide variety of weather conditions.
- Must be able to lift and carry at least 50 pounds on occasional basis.
- Must be able to climb steps and stairs.
- Must be able to work, walk, and stand on uneven ballast surfaces for long periods of time.
- Should have ability to use basic hand tools.

This job description is representative of the job: however, it in no way states or implies that these are the only duties a person may be required to perform. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or is an essential function of the position.

Kelly-Hill Company is proud to be EEO/AA employer. We maintain a drug-free workplace and perform pre-employment substance abuse testing.