

MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION
RAILROAD SAFETY INSPECTOR

JOB DESCRIPTION

Employees in this job conduct compliance inspections of public highway-railroad grade crossing facilities and state-funded railroad improvement projects.

Position Code Title - Railroad Safety Inspector-E

Railroad Safety Inspector 9

This is the entry level. The employee performs a range of Railroad Safety Inspector assignments while learning the methods of the work.

Railroad Safety Inspector 10

This is the intermediate level. The employee performs an expanding range of Railroad Safety Inspector assignments in a developing capacity.

Railroad Safety Inspector E11

This is the experienced level. The employee performs a full range of Railroad Safety Inspector assignments and exercises considerable independent judgment in making decisions requiring the interpretation of laws, administrative rules, and state codes in specific situations.

NOTE: Employees can progress to the experienced level based on satisfactory performance and possessing required experience.

JOB DUTIES

NOTE: Listed job duties are typical examples of work of positions in this classification. Not all duties assigned to every position are included, nor will all positions be assigned every duty. The general description of job duties does not authorize performance contrary to any state or federal licensing or certification requirements.

Inspects public highway-railroad grade crossings, railroad property, and rail industry property to determine compliance with established state and federal railroad laws.

Investigates complaints regarding alleged unsafe railroad practices or conditions.

Makes recommendations for correction of non-compliant conditions.

Reviews proposed plans and locations for railroad/highway crossings to determine if they are safe, feasible, and necessary.

Conducts meetings and acts as mediator regarding railroad or crossing-related issues.

Testifies at hearings and in court cases.

Prepares and maintains reports, files, and written correspondence related to the work.

Performs related work and other tasks as assigned.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Some knowledge is required at the entry level, developing knowledge is required at the intermediate level, and considerable knowledge is required at the experienced level.

Knowledge of state and federal railroad and highway safety laws and regulations.

Knowledge of rail and highway transportation functions, organization of railroad companies and road agencies, and standard railroad and highway practices.

Knowledge of railroad and highway safety rules, practices, record systems, tools and equipment, and terminology.

Knowledge of track and warning device systems, inspection techniques, and maintenance methods.

Knowledge of operating and maintenance practices and track/train dynamics to detect and correct deviations in track and warning device systems.

Knowledge of occupational hazards and safety precautions applicable to the work.

Knowledge of inspection techniques and procedures.

Knowledge of investigative techniques and methods.

Ability to conduct inspections of track structures and warning device systems to determine compliance with state and federal standards.

Ability to interpret and apply standards, laws, rules and regulations.

Ability to communicate effectively.

Ability to critically observe, obtain, and interpret accurate data and prepare reports.

Ability to read and interpret construction plans and specifications.

Ability to recommend the remedial action required to bring defective issues into compliance.

Ability to compose reports of field meetings and inspection results.

Working Conditions

Work is typically performed outdoors.

The job requires considerable travel.

Physical Requirements

The job duties require an employee to bend, reach, stoop, stand and/or walk for extended periods.

The job duties may require an employee to traverse rough terrain.

Education

Education typically acquired through completion of high school.

Experience

Railroad Safety Inspector 9

Two years of railroad or highway inspection experience in such areas as operations, signals and communications, maintenance-of-way, mechanical, or track/roadway construction and maintenance.

Railroad Safety Inspector 10

Four years of railroad or highway inspection experience in such areas as operations, signals and communications, maintenance-of-way, mechanical, or track/roadway construction and maintenance, including two years equivalent to a Railroad Safety Inspector 9.

Railroad Safety Inspector E11

One year of experience equivalent to a Railroad Safety Inspector 10.

Alternate Education and Experience

Railroad Safety Inspector E11

Possession of a bachelor's degree in engineering or a railroad technical specialization may be substituted for the experience requirement.

NOTE: Civil Service can individually evaluate equivalent combinations of education and experience providing required knowledge, skills, and abilities to qualify.

Special Requirements, Licenses, and Certifications

Possession of a valid Michigan driver's license.

See individual position descriptions for other requirements.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

RAISFYISP

Job Code Description

RAILROAD SAFETY INSPECTOR

Position Title

Railroad Safety Inspector-E

Position Code

RSFYISPE

Pay Schedule

A02-042

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03/31/2024