

Job Title: Sr Host Railroad Specialist - 90169858 - Washington

As a current employee you know Amtrak connects businesses and communities across the country and we move America's workforce toward the future. The safety of our passengers, our more than 20,000 colleagues, the public and our operating environment is our priority and the success of our railroad is the result of you.

By living the Amtrak values and actively embracing and fostering diverse ideas, backgrounds and perspectives, together we will honor our past and make Amtrak a company of the future.

*****Please note that this position may be located in Washington, DC or Philadelphia, PA.*****

SUMMARY OF DUTIES:

Create operational, contractual, and financial analyses of Amtrak trains operating on host railroads. Assist in formulating contract negotiating positions to achieve a high level of host railroad service at the lowest cost to Amtrak. Identify and help correct causes of delay to Amtrak trains on host railroads. Prepare evidence of Amtrak train performance on host railroads to support Amtrak's position in Surface Transportation Board, contract arbitration, and other hearings and arbitrations. Inform senior management about the causes, locations, and extent of delays to Amtrak trains. Recommend public policy positions regarding Amtrak operations on host railroads. Assist in computer and operational modeling efforts to identify locations for operating or capital changes to improve performance.

ESSENTIAL FUNCTIONS:

- Retrieve data from Amtrak's operations and cost databases; develop contacts and gather additional information from other Amtrak departments and host railroads; sort and manipulate data to create information identifying trends, root causes, and to predict impacts from operational changes
- Provide analytical support for time-critical submissions such as responding to requests from Congressional staff, advocacy organizations, and news media
- Prepare and audit internal performance reports, and prepare performance data and reports for monthly meetings with the Federal Railroad Administration and the Surface Transportation Board
- Make operational, policy, and negotiating recommendations based on analysis of Amtrak delay, on-time performance, revenue, cost, and other data
- Assist in writing contract language and provisions, in consultation with Amtrak's Law Department
- Interpret contracts and apply their provisions uniformly in a variety of circumstances.
- Resolve disputes equitably while maintaining good relationships with all host railroads and within Amtrak.
- Work cross-functionally with Business Lines, Mechanical, Law, Engineering, Marketing, and Finance departments to create and refine recommendations
- Assist in the design and implementation of new performance measurement analytical tools and reports
- Model alternative performance incentive proposals and assist in their implementation
- Manage access by host railroad employees to Amtrak's on-time performance and delay database
- Perform other related duties as assigned

EDUCATION:

Bachelor's or equivalent degree, or equivalent combination of work experience, training, and education in economics, business, or other quantitative disciplines

WORK EXPERIENCE:

- Excellence in PC computer software and applications, especially Microsoft Excel and Access, and in use of mainframe computer data retrieval programs
- Strong quantitative research, writing, and analysis skills
- Strong business sense
- Ability to manage multiple priorities within tight deadlines
- Responsive to requests of others to ensure a Host Railroad Group reputation for high-quality service to internal and external Amtrak customers
- Strong communication skills

PREFERRED WORK EXPERIENCE:

- Experience working with or for a host railroad
- Railroad operating background
- Familiarization with railroad capacity models
- Proven ability to design and conceptualize financial and operational comparisons, forecasts, and models
- Experience in contract and agreement writing and administration

COMMUNICATION AND INTERPERSONAL SKILLS:

Must have excellent oral and written communication skills

Requisition ID:35627

Band Zone:C3

Posting Location(s):District of Columbia; Maryland; Pennsylvania; Virginia

Personnel Area:DC03

Job Family/Function:Transportation

Relocation Offered:No

Education Requirements:Bachelors Degree

Travel Requirements:Up to 25%

Employment Experience Requirements:5 - 7 years of experience

You power our progress through your performance.

We want your work at Amtrak to be more than a job – we want it to be a fulfilling experience where you find challenging and rewarding opportunities, respect among colleagues, competitive pay, benefits that protect you and your family, and a high performance culture that recognizes and values your contributions and helps you reach your career goals.

We proudly support and encourage U.S. Veterans to apply for Amtrak job opportunities.

All positions require pre-employment background verification, medical review and pre-employment drug screen. Amtrak is committed to a safe and drug-free workplace and performs pre-employment substance abuse testing. All new hires are required to undergo a hair drug test which detects the presence of illegal drugs for months prior to testing. We appreciate your cooperation in keeping Amtrak safe and drug-free.

In accordance with DOT regulations (49 CFR section 40.25), Amtrak is required to obtain prior drug and alcohol testing records for applicants/employees intending to perform safety-sensitive duties for covered Department of Transportation positions. If an applicant/employee refuses to provide written consent for Amtrak to obtain these records, he/she will not be permitted to perform safety-sensitive functions.

Note that any education requirement listed above may be deemed satisfied if you have an equivalent combination of education, training and experience.

Amtrak is an Affirmative Action/Equal Opportunity Employer and we welcome all to apply. We consider candidates regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, disability (including blindness), or veteran status.