Job Title: Engineering Program Manager

Industry: Commuter Rail Operations

Reports To: Deputy Chief Engineer

*Position Summary***:**

Supports the Deputy Chief Engineer in ensuring that all mission-critical inspection, testing, maintenance, software and configuration management activities are properly programmed, executed and documented in accordance with all DTO, FRA, RTD requirements.

Program Manager is responsible for leading failure-trend identification, root cause analysis, development of remedial programs in conjunction with managing, scheduling and coordinating Engineering projects.

This position oversees the record-keeping within the Engineering Department, including - the configuration management process
- the use of the AssetWorks, RailDocs, Timekeeping, Hours of Service and other databases
- the documentation of credible reports of crossing malfunctions
- the documentation of failure trends
- Training records
- Accident and incident records

This position also leads the development of the following in collaboration with other Engineering Department personnel:
- Standard Operating Procedures
- Responses to FRA inspection reports
- Periodic reports to RTD
- Accident and Incident Reports
- Root Cause Analysis

Description of Duties:

- Plans a comprehensive maintenance programs to promote safety, enhance the preservation and reliability, comply with all applicable federal, state, municipal, manufacturers' and DTO's requirements and protects DTO's investment in all facilities, systems infrastructure and equipment.
- Performance of root cause analysis for failures and defects in systems and infrastructure.

- In cooperation with the procurement staff, prepare, negotiate, and manage contracts for services, equipment leases, materials and supplies related to the maintenance of railroad's systems and infrastructure.
- Coordinate the creation and maintenance of records of inspections and maintenance of systems and infrastructure in accordance with FRA requirements; DTO standards and other regulatory requirements.
- Coordinate all inspection and maintenance activities with the Transportation Department to ensure that the work is performed safely and efficiently with minimal impact on scheduled train service.
- Provide regular and special reports as requested on system reliability and maintenance progress.
- Plan, schedule, and manage systems and infrastructure program management activities.
- Manage and oversee the implementation and documentation of all systems and infrastructure testing programs and procedures including but not limited to factory, commissioning, regulatory, acceptance, and post incident testing.
- Research and evaluate products and services to meet new business requirements or to improve existing systems.
- Leading the Configuration Management and Software Management Control processes to plan and deploy system or operations changes.
- Ensure system processes and system change documentation are maintained.
- All other duties as assigned.

Qualifications:

- Strong commitment to a culture of safety.
- A bachelor's degree from an accredited college or university in engineering, construction management, project management, electrical engineering, electronics and communication systems, information business and communication systems, or a related field required. An equivalent combination of related education and experience may be substituted for the above stated minimums.
- Strong organizational and planning skills
- Experience with critical path scheduling preferred
- Experience in project management, construction management and/or maintenance/operations coordination.
- Experience in a FRA regulated environment preferred.
- Ability to communicate effectively both orally and in writing.
- Ability to interact constructively and establish and maintain cooperative working relationships with employees at all levels of the organization.
- Proficiency in software applications required for storing and analyzing data and preparing correspondence, reports and presentations.
- Must be available 24 hours/7 days a week to respond to emergencies with the ability to work alternate shifts and days as required.

- Must be eligible to work in the U.S. and successfully pass a pre-employment background check and pre-employment physical examination.
- Must pass a pre-employment drug and alcohol test and be willing to comply with the DTO Drug and Alcohol Policy.
- Must possess or be able to obtain a valid Colorado driver's license.