



STATE OF NEVADA
Department of Administration
Division of Human Resource Management

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
RAILROAD RESTORATION SPECIALIST III	35	G	9.455
RAILROAD RESTORATION SPECIALIST II	31	G	9.456
RAILROAD RESTORATION SPECIALIST I	27	G	9.457

SERIES CONCEPT

Railroad Restoration Specialists restore and maintain vintage railroad rolling stock which includes locomotives and steam-powered engines and passenger and freight cars; disassemble rolling stock, clean and fabricate components, and paint finished work.

Disassemble railroad rolling stock and clean components in preparation for further restoration activities; remove glass from windows; pull up flooring; remove siding; and unbolt brake rigging.

Mill lumber required for building new or replacement components such as wooden car frame; finish woodwork, molding and trim work using appropriate tools.

Fabricate metal parts to repair or replace parts from railroad rolling stock.

Prepare rolling stock components by sanding and filling wood; paint components using prescribed finishing techniques; reassemble components to restore rolling stock to desired appearance.

Maintain rolling stock to ensure satisfactory appearance and proper working condition by washing, waxing and polishing exteriors, lubricating equipment, repairing defects and damage, refastening, and assisting in preparation for annual boiler inspection.

Assist in safe transportation of rolling stock to museums by disassembling and reassembling components as necessary; prepare equipment for transportation; load and unload rolling stock from transport vehicles.

Maintain records of disassembled rolling stock; identify and note unusual situations such as pieces of wood with identifying marks; determine best method for cleaning parts; sort and evaluate cleaned parts to determine whether or not they can be repaired.

Estimate the amount and kind of materials required for repair or installation; research availability of materials; prepare layout; mark cutting and assembly lines or weld points on materials.

Set up and operate metal and wood fabricating equipment; inspect assemblies and installation for conformance with specifications in order to repair, rehabilitate, and restore rolling stock.

Perform equipment maintenance in accordance with established maintenance schedules and maintain records of date and type of maintenance performed.

Assist the public inquiring about the railroad museum, railroad history and restoration activities.

Perform related duties as assigned.

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CLASS CONCEPTS

Railroad Restoration Specialist III: Under general direction, incumbents plan, organize and direct the activities of the Nevada State Railroad Museum’s restoration facility.

Participate in restoration project planning; review historical reports; provide technical input; and prepare reports documenting items of significance discovered during restoration.

Supervise railroad restoration staff and volunteers; assign and review work; evaluate performance; provide training; initiate disciplinary actions; resolve unusual or difficult technical problems; ensure compliance with established health and workplace safety regulations.

Perform physical research of rolling stock to identify age and authenticity of components; look for changes or modifications; collect paint samples; document construction details for historical record to ensure proper reassembly.

Draw blueprints of rolling stock components and design replacement components to replicate original parts and determine probable appearance of original components.

Inspect materials, machine parts, and assembled unit to ensure conformance to specifications and maintain quality control over restoration project.

Direct and monitor contractors’ work to ensure requirements are met and work is completed in accordance with project specifications.

Oversee preparation for annual boiler inspections.

Railroad Restoration Specialist II: Under general supervision, incumbents perform the full range of duties described in the series concept and may serve as a leadworker for Railroad Restoration Specialist I’s and volunteers. This is the journey level in the series.

Railroad Restoration Specialist I: Under close supervision, incumbents perform some of the duties described in the series concept and receive training in railroad restoration activities. This is the entry level in the series.

MINIMUM QUALIFICATIONS

INFORMATIONAL NOTE:

- * One year of education above the high school level in a related trade or vocational program may be substituted for one year of experience, up to two years.

RAILROAD RESTORATION SPECIALIST III

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education and two years of journey level experience in carpentry, welding or similar trade and two years of journey level experience in railroad restoration activities; **OR** an equivalent combination of education and experience. (*See Informational Note*)

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MINIMUM QUALIFICATIONS (cont'd)

RAILROAD RESTORATION SPECIALIST III (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Detailed knowledge of: railroad restoration and preservation techniques and ability to implement techniques; characteristics and uses of wood and metal materials; shop equipment, tooling, and rolling stock. **Working knowledge of:** specialized skills such as pattern-making, spinning, boiler repair, and boiler operations as applied to railroad restoration and maintenance; locomotive boiler maintenance; railroad operation and safety rules. **General knowledge of:** design and proportion related to vintage railroad rolling stock. **Ability to:** perform locomotive and rolling stock maintenance; develop blueprints and specifications; identify authentic components; lay out, cut, shape, and assemble work in accordance with specifications; interpret historical information and apply information to develop restoration project plans; interact with the public in a tactful and courteous manner; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

General knowledge of: principles and practices of effective supervision and training; State and department purchasing practices and procedures; department policies, procedures, and safety rules and regulations. **Ability to:** supervise skilled craft workers and volunteers including developing work priorities, training, motivating, assessing work quality, implementing disciplinary action, and evaluating performance; and identify authentic components.

RAILROAD RESTORATION SPECIALIST II

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education and two years of journey level experience in a wood related occupation such as carpentry or framing or in a metal related occupation such as welding, fabrication, or machining; **OR** two years of experience as a Railroad Restoration Specialist I in Nevada State service; **OR** an equivalent combination of education and experience. (*See Informational Note*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: railroad terminology, rolling stock, related equipment and railroad history; characteristics and uses of wood or metal materials. **General knowledge of:** finishing techniques and proper application methods; recordkeeping procedures and methods. **Ability to:** read and follow blueprints; lay out, cut, shape and assemble work in accordance with specifications applying skill in carpentry, welding, brazing and blacksmithing; calculate material requirements; assign and monitor work and train subordinates in completing tasks. **Skill in:** the setup and operation of machine tools used in restoration work including table and radial saws, planer, jointer, shaper, mills, lathes, cut-off saws and welding and fabrication equipment; *and all knowledge, skills and abilities required at the lower level.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Ability to: identify rolling stock parts; determine conditions and whether parts can be repaired.

RAILROAD RESTORATION SPECIALIST I

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education and two years of semi-skilled experience in a wood related occupation such as carpentry or framing or in a metal related occupation such as welding, fabrication, or machining; **OR** an equivalent combination of education and experience. (*See Informational Note*)

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MINIMUM QUALIFICATIONS (cont'd)

RAILROAD RESTORATION SPECIALIST I (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Ability to: use and operate basic hand and power tools; follow oral and written instructions; write brief sentences to maintain notes of work activities and label components; interact with the public in a tactful and courteous manner; perform physical labor for extended periods, under conditions which require exposure to loud noise, dirt, dust, and hot and cold temperatures; read standard English text such as repair manuals.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

General knowledge of: metal working skills including positioning and clamping work pieces together and welding metal parts as specified by work order; rolling stock maintenance; agency safety procedures and rules; basic carpentry skills including cutting lumber to specified size and assembling cut and shaped materials with nails or glue; principles and skills related to wood and metal fabrication work. **Ability to:** speak with persons of various backgrounds using appropriate vocabulary and grammar to explain railroad history and restoration activities.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

	<u>9.455</u>	<u>9.456</u>	<u>9.457</u>
ESTABLISHED:	7/1/89P 6/9/89PC	7/1/89P 6/9/89PC	7/1/89P 6/9/89PC
REVISED:	7/1/91P 11/29/90PC	7/1/91P 11/29/90PC	7/1/91P 11/29/90PC
REVISED:	6/27/03PC	6/27/03PC	6/27/03PC