



## **Bike Handler Job Description**

### **GENERAL SUMMARY OF DUTIES:**

A Bike Handler is an operations employee that is part of a train crew. Bike Handlers are responsible loading, unloading, and organizing; bikes, kayaks, strollers, and wagons onto rail baggage cars. Bike Handlers receive instructions from a shift Lead Bike Handler and report to the Manager of Program Operations.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Safely lift, load, and rack bicycle onto and within a baggage car.
- Maintain accurate bike/passenger counts
- Organize bikes, kayaks, etc. to ensure proper drop off locations
- Safely board and de-board passengers
- Provide information to passengers about CVSR and CVNP routes, schedules, and programs.
- Maintain cleanliness of coaches (i.e. empty trash receptacles, restocking toilet paper, sweeping, mopping up spills)
- Assist train crew in removal of trees and/or other obstructions from the railroad right of way.
- Other duties as assigned.

### **REQUIREMENTS:**

- 18 years of age or older.
- High School diploma or GED.
- Willing to submit to a pre-employment, criminal and driving background review.
- Willing to submit to a pre-employment drug screening.
- Able to read, write and communicate (speak, hear and understand) English.
- Able to work outdoors in extreme all-weather conditions (hot, cold, rain, snow, and sleet).
- Work flexible hours as needed.
- Able to lift and carry up to 40 pounds with or without assistance.
- Possess a valid state-issued driver's license.
- Able to use hands to perform activities involving holding, grasping, turning and pulling.
- Able to perform work on uneven surfaces, frequently climb ladders and on/off equipment
- Able to work in conditions that include loud noise and fumes, work on and around heavy and moving machinery, bend, walk, stand and sit for extended periods of time and use hand tools.
- Follow safety policies and procedures and wear the required personal protective equipment required for the job in a safe manner.