

## JOB DESCRIPTION

**Job Title:** Senior Manager, System Safety

**FLSA Status:** Exempt

**Salary Grade:** 11A

### PURPOSE OF POSITION

The Senior Manager, System Safety, manage and direct the maintenance and rehabilitation of the agency's way-side signal systems to ensure safe, efficient and reliable train operations.

### DISTINGUISHING CHARACTERISTICS

This job description is not part of a job series.

### SUPERVISION EXERCISED AND RECEIVED

- Receives general oversight from director or executive level management
- Responsible for supervising and monitoring performance for a division or a department

### ESSENTIAL DUTIES AND RESPONSIBILITIES

*The duties listed below are intended to describe the general nature and level of work being performed and are not to be interpreted as an exhaustive list of responsibilities.*

- Direct System Safety Program Plan (SSPP) alignment for SCRRRA.
- Facilitate Positive Safety Culture with our Contractors and staff through participation in daily briefings, Monthly Safety and Security Action Team Meetings, attendance at contractor safety committee meetings and Monthly Contractor Testing Meetings.
- Ensure System Safety Program Plan (SSPP) meets standards of APTA, Peer Review, FRA requirements and future regulations not to exclude risk-based hazard management, risk analysis, hazards identification and risk mitigation.
- Develop cross functional inspection programs to perform evaluations of key elements within SCRRRA's SSPP.
- Assess hazards, develop and implement mitigation strategies and assists with the preparation of and participate in internal and external audits.
- Act as Railroad Incident Commander in response to incidents. Communicates with DOC during response and recovery.
- Participate in the preparation and administration of assigned program budget; monitor expenditures.
- Monitor development and legislation related to assigned area of responsibility; recommend and implement equipment, practice and procedural improvements.
- Analyze and investigate rules violations and work-related injuries to contractors and employers.
- Develop and update System Accident Incident Investigation formal process and procedures.
- Direct Central Control Reporting efforts to include data accuracy, FRA reporting, board reports and dash board outputs to support both IndustrySafe and SCRRRA Hub internal use.
- Monitor and evaluate staff and contractors to establish training needs within the department to ensure objectives and expectations are met.



- Collaborate with SCRRA managers and various departments to accomplish organization and department objectives are met.
- Develop and maintain on boarding and mentoring program to help assist new and junior employees working within the SCRRA.
- The responsibilities outlined above are representative of the role but not exhaustive. Additional duties may be assigned as needed, and reasonable accommodations will be provided to qualified individuals with disabilities in accordance with applicable laws.

## MINIMUM QUALIFICATIONS

### Education and Experience

- Bachelor’s degree in Public Administration or related field.
- A minimum of seven (7) years of experience in safety management and similar programs.
- A minimum of five (5) years of experience working in system safety in a railroad environment, including the practical application of safety regulatory requirements.
- A combination of training, with a minimum of an Associate Degree and/or experience that provides the required knowledge, skills, and abilities, may be considered when determining minimum qualifications. Advanced relevant coursework may also substitute for a portion of the required experience.
- A valid Class “C” California driver’s license with a satisfactory driving record of no more than two moving violations and no DUIs within the last three years

### Preferred Qualifications

- A certification by the Board of Certified Safety Professionals (CSP).

### Knowledge, Skills, and Abilities

#### Knowledge of:

- SCRRA policies, procedures, contract model and System Safety Plan.
- FTA and FRA regulations, railroad system safety applications and techniques, and safety regulatory requirements.
- Applicable environmental agency requirements.
- General Code of Operating Rules, Maintenance of Way Rules and Instructions, Dispatching Manual of Operations, and other rules that apply on SCRRA property. Principles and practices of employee supervision.

#### Skilled in:

- Organization and time management.
- Problem solving.
- Microsoft Office Suite, including Excel spreadsheets.
- Strong and effective leadership, team building, communication, and time management

#### Ability to:

- Assess hazards and develop and implement mitigation strategies.
- Track meetings, take notes at meetings, and facilitate meetings.
- Respond to incidents.
- Work irregular hours, nights, and weekends when necessary.



## PHYSICAL REQUIREMENTS

- Transition between a stationary position at a desk or work location and move about Metrolink facilities or other work site locations
- Operate tools to perform the duties of the position, such as computers, office equipment, and work-related machinery
- Transport equipment or boxes up to 25 lbs
- Exchange ideas by means of communication
- Visual acuity to detect, identify, and observe employees or train movement and any barriers to movement when working on or near railroad tracks
- Hear and perceive the nature of sounds when working on or near railroad tracks
- Balance, ascend/descend, climb, kneel, stoop, bend, crouch, or crawl within assigned working conditions and or locations

## Working Conditions

Position requires work in a normal office environment with little exposure to excessive noise, dust, or temperature. Work may also be conducted in outdoor environments, at construction sites, Railroad Track and Right-of-Way environments, and warehouse environments, with possible exposure to individuals who are hostile or irate, moving mechanical parts, and loud noises (85+ decibels, such as heavy trucks, construction, etc.)

*Southern California Regional Rail Authority is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Authority will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

Last Updated: January 2026

