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# **SYDNEY TRAMWAY MUSEUM**

## **POSITION DESCRIPTION FOR TRAM DRIVER**

~~OCTOBER 2006~~ SEPTEMBER 2008



# SYDNEY TRAMWAY MUSEUM

## POSITION DESCRIPTION

Position title

Business Unit

**Tram Driver**

**Traffic Department**

### **General**

Applies to those members who are authorised by the Board to drive any of the Society's trams or other vehicles.

**Person must be able to read, write, and communicate clearly in English.**

### **Main Responsibilities of the position**

The main responsibilities and duties of this position are:

- The Safety of the Public shall be the first and most important duty of every driver;
- To read the Tramway Traffic notice board prior to commencing each shift to ascertain any special or altered requirements related to that shift;
- For the safe running of the tram, for properly operating its mechanism, and for maintenance of the timetable and must, if any repairs are required, report the same to the officer-in-charge;
- For the use and safekeeping of the driving equipment and on leaving the tram must remove all such equipment and stow same in a secure place;
- To be fully satisfied that facing points are in proper position before passing over them;
- When on duty, not to leave the tram unless it is absolutely necessary and in such a case the conductor or other competent member or employee must first be placed in charge or the tram properly secured against movement;
- Before taking a tram out of the tram shed, the Driver together with the Conductor will check the vehicle and its equipment as per the Tramway Handbook;
- To keep the tram, whilst running, under such control as will enable it to be pulled up clear of trams or other obstructions in advance;
- When a tram carrying passengers is stopped for any reason, the Driver must not restart the tram until a correct starting signal has been received from the Conductor;
- Assist in emergency evacuation of passengers to the ground;
- At all times between sunset and sunrise, each tram must be operated with the correct head lamp and red tail light on the rear end burning, and the car interior lights on, if carrying passengers; and
- The driver should work in harmony with the conductor.

### **Qualifications and Experience**

Members:

- Who have reached the age of 18 and passed the required Driver training and examinations;
- Who have passed the required health checks;
- Good physical and psychological health in order to maintain vigilance when driving or observing so as to protect the safety of the tram line; and
- Current Tram Drivers who are over 65 years of age may be required to supply, to the Board, proof of their ability to control a tram or other vehicle before being granted status of Driver.

**APPROVED**

NAME

DATE

SIGNATURE