



# CREATE

KEEPING THE GO IN CHICAGO

## The CREATE Program

The Chicago Region Environmental and Transportation Efficiency (CREATE) Program is a unique partnership between the *Federal Highway Administration*, the *Illinois Department of Transportation*, the *Chicago Department of Transportation*, and the *Association of American Railroads*.

## Employment Opportunities

The CREATE team is committed to helping local residents find out about job opportunities and requirements on CREATE projects and in the railroad industry. Through partnerships with community-based organizations and continuous outreach to the public, the CREATE team will make information available on opportunities for qualified candidates to pursue these employment opportunities.

### When will jobs be available?

To understand what jobs are currently available and will be available in the future, it's important to first understand the timeline of CREATE projects. Each project must go through an environmental review process and design phase before construction can begin. This means that construction jobs on many CREATE projects are still several years away.

There may be jobs available now with the railroads, and there are training opportunities available to prepare you for future CREATE construction efforts.

### What types of jobs will be available?

Jobs with the CREATE Program are broken down into two broad categories: 1) jobs in the railroad industry; and 2) jobs on CREATE construction projects. Each of these is discussed in greater detail below.

#### JOBS IN THE RAILROAD INDUSTRY

**Timeline:** Ongoing

The railroad industry hires regularly and is currently in hiring mode. This is due primarily to business levels and the rate of retirements. Railroad positions vary widely, from equipment operators to track workers to mechanics. These jobs are often demanding, requiring workers to travel for extended periods, work in all weather conditions, and perform in a fast-paced environment. The hiring process is stringent, but qualified candidates willing and able to go through the steps have the chance to earn well-paid, union jobs with solid benefits and paid training.

Additionally, there may be opportunities for qualified individuals to work at the railroads' intermodal terminals as on site truck drivers and service workers. These positions usually report to companies hired by the railroads to handle intermodal operations.

If you are interested in applying for a position with the railroads, we encourage you to visit the railroads' websites and follow the instructions provided on the back of this fact sheet. Take time to explore the employee videos/testimonials posted on several of the railroads' websites to learn more about what it's like working for the railroads.



## Preparing for Current Railroad Jobs

In the upcoming years, a large portion of the nation's railroad workforce will be retiring. As a result, railroads are beginning to look for qualified workers to fill these positions. Individuals interested in these positions can begin applying **now** for available positions.

**Tip:** If you have a resume in a word processing document, you can copy and paste the text of your resume into the online job application. This will speed up the application process.

**What is needed to apply for railroad jobs? (actual requirements vary by railroad)**

- **Access to a computer and internet service:** If you don't have a computer at home, you can go to your local branch of the Chicago Public Library, your local FamilyNet Center or another nearby community center.
- **20-30 minutes to complete each application**
- **Social security number**
- **Education and training history:** school names and addresses; years completed; and degrees, certificates and/or licenses received.
- **Employment history:** employer addresses, supervisor names and titles, and salary history.
- **Military history**
- **Three professional references:** names and contact information for three people who can vouch for your work.
- **List "CREATE" as a referral source** on your application if there is a space provided.

**Railroad Job Websites**

You can go to the following websites to apply for railroad jobs:

Amtrak	Go to <a href="http://www.amtrak.com">www.amtrak.com</a> , scroll to the bottom of the page and click on "Careers"
BNSF	Go to <a href="http://www.bnsf.com">www.bnsf.com</a> and click on "Careers"
BRC	Go to <a href="http://www.beltrairailway.com">www.beltrairailway.com</a> and click on "Employment"
CN	Go to <a href="http://www.cn.ca">www.cn.ca</a> , select "Careers" and click on "Search and Apply for Jobs"
Canadian Pacific	Go to <a href="http://www.cpr.ca">www.cpr.ca</a> and click on "Careers"
CSX Corporation	Go to <a href="http://www.csx.com">www.csx.com</a> and click on "Working at CSX"
Metra	Go to <a href="http://metrarail.com">http://metrarail.com</a> and click on "Employment"
Norfolk Southern	Go to <a href="http://www.nscorp.com">www.nscorp.com</a> and click on "Job Seekers"
Union Pacific	Go to <a href="http://www.up.com">www.up.com</a> and click on "Jobs at UP"



**JOBS ON CREATE CONSTRUCTION PROJECTS**

**Timeline:** Current and future construction efforts

Construction work on CREATE projects will be done by both railroad forces and private contractors, each having their own hiring processes and requirements.

- *Railroads* will complete most of the track and signal work with their own employees.
- *Contractors* will perform much of the structural work, such as railroad bridges.

**How do I apply for construction jobs with the railroads?**

The application process for railroad construction crews is the same as that for other railroad positions. If you are interested in being eligible to work on CREATE construction projects as a member of a railroad crew, we encourage you to follow the instructions above in the *Jobs in the Railroad Industry* section.

**How do I prepare and apply for construction jobs with private contractors?**

Most private contractors require that their workers have union credentials. **If you already have your union card** and want to work on a CREATE construction project, we encourage you to talk to your local union representative about being placed with a contractor that works on the CREATE Program.

**If you do not have a union card**, you will need to apply for enrollment in a pre-apprenticeship or apprenticeship program. A local employment resource center can provide you with information about these programs and help you navigate the application process. Also, Illinois WorkNet ([www.illinoisworknet.com](http://www.illinoisworknet.com)) offers information about training programs and tips to prepare you for the workplace.

**CREATE Website**

[www.createprogram.org](http://www.createprogram.org)

This website will provide you with information about the CREATE Program and the benefits it will bring to Chicago-area residents. We invite you to explore the site and return often for information about employment opportunities and other CREATE news.