

## **Management Conductor Program**

If you've ever wanted to sit up front of our trains; if you've ever wanted to be at the forefront of our field operations; if you've ever wanted to be conductor, this is your chance. The Management Conductor and Street to Seat Locomotive Engineer Training program is available to management employees in Canada and the US.

Becoming a qualified conductor or engineer is a requirement at Canadian Pacific. It is also the single best way for a management employee to learn what the business is truly about. It is a fundamental cornerstone to the development of our railway culture.

This is a great opportunity to enhance your skill set and have a greater understanding of how the railway works. With the ever evolving railway industry, a conductor or locomotive engineer qualification can help open doors for different potential advancement opportunities.

No matter what your role is at CP, this experience will make you better at what you do.

## **The Role of a Conductor**

Conductors oversee the safe operation of trains and help ensure that the trains reach their destinations in a timely and efficient manner. They play a vital role in helping Canadian Pacific (CP) achieve its objectives.

It is the Conductors responsibility to ensure that all operating rules and procedures are followed and that customer service standards are met.

Conductors must perform their job safely and effectively. It is incumbent on them to know and understand the:

1. Rules and regulations that govern safe railway operations
2. Duties and responsibilities of the job in order to perform them properly and safely.
3. As a Conductor, you must have a solid knowledge and understanding of the job and railway operations. This knowledge and understanding will enable you to make appropriate decisions and take necessary action(s) as situations occur. You must be confident in your ability to be a key player in CP's safe operation.

For more information on the role of the conductor and to view the video, "A Day in the Life of a Conductor", please click [here](#).

## **Benefits of being a Conductor?**

There are many reasons to become a Conductor, some include:

1. It is a great opportunity to enhance your skill set and have a greater understanding of how the railway works.

2. It is an asset for your career. With the ever evolving railway industry, having the Conductor qualification may open doors for different advancement opportunities.
3. It provides insight in making better business decisions by understanding operations.

## Who can become a Conductor?

This program is exclusive to Canadian and US **non-union** employees.

In Canada and the US, all Operation Managers (T&E, Engineering, Mechanical and Transportation) are required to be Conductor or Locomotive Engineer qualified and maintain their qualifications. Employees who have held other qualifications in the past, such as RTC, it is the priority to maintain this qualification first, before enrolling in the Management Conductor program.

For all other **non-union** employees it is a job expectation to become Conductor or Locomotive Engineer qualified. However, we do understand that some employees may have medical restrictions that prevent them from participating in the program. If you believe you have an exemption to the program, please contact [Paul Wajda](#).

Should be be deemed medically unfit for the Conductor position, you are required to complete Part 1 of the program **ONLY**.

## Training Overview - Conductor Program

The training will take place in major cities such as Montreal, Toronto, Winnipeg, Calgary and Vancouver. Training in the US will take place in St. Paul and Chicago and OJT completed on the DM&E territory. The program schedule may be found below. The Conductor program structure is as follows (the first three tasks need to be completed sequentially):

1. **Two weeks** classroom training **plus two days** of hands-on critical task practice (training train) which might spill over into a third week if numbers dictate.
2. Complete at least **four** OJT trips, covering road and yard, day and night shifts. To sign up for OJT click [here](#).
3. Second **two weeks** of classroom training (please sign up on-line by clicking on desired date for Conductor Part 2).
4. Complete your OJT
5. Final qualification ride

For more information on the **Canadian** program click [here](#).

For more information on the **US** program click [here](#).

## How do I sign up?

Check the schedule below and select the program start time that will work best for you and your department. Manager approval will need to be obtained and forwarded to the Employment

Centre before your spot will be confirmed. **You must enroll a minimum of two weeks prior to the start of the class you wish to attend.** If you experience problems signing up for class, please contact the [Employment Centre](#) at (403)319-6524.

Students are to ensure that they have completed **four OJT trips prior** to attending Part Two of the program, and that they have entered their FC claims into the online trip tracking system for all trips made.

Calgary students may sign up for Part Two classes once they have completed their **four OJT** trips by clicking on the desired date below and signing yourself up. **You must enroll a minimum of two weeks prior to the start of the class you wish to attend.**

**Calgary Conductor Classes - 2014 (Part 1)**

N/A - Part 2 only

Calgary - September 8

**Calgary Conductor Classes - 2014 (part 2)**

**Calgary - July 28**

**Calgary - September 8**

**Calgary - September 22**

**Calgary - October 6**

At locations other than Calgary, students may sign up for Part Two classes once they have completed their **four OJT trips** by clicking on the desired date below and signing themselves up. **You must enroll a minimum of two weeks prior to the start of the class you wish to attend.**

**Canadian Conductor Classes - 2014 (Part 2)**

**Toronto - July 21**

**Winnipeg - July 21**

**Coquitlam - August 11**

**Montreal - August 11**

**Toronto - September 15**

**US Conductor Classes - 2014 (part 1)**

**Chicago - September 8**

**Chicago - November 3**

**St. Paul - June 30**

**St. Paul - October 13**

The Employment Centre will confirm your participation in the program and provide you with training details, times and training locations. You will need to sign up for your OJT, by clicking [here](#).

## Street to Seat Locomotive Engineer Training

### Who can become a Locomotive Engineer?

This program is currently for Canadian non-union employees. A US version of the program is being developed.

In Canada, the target audience is primarily Engineering and Mechanical **non-union** employees. However, it is open to any individual that has the confidence to operate a locomotive and has some mechanical aptitude. Employees who have held other qualifications in the past, such as RTC, it is the priority to maintain this qualification first, before enrolling in the Street to Seat Locomotive Engineer program.

If you register for the "Street to Seat" locomotive engineer program, you will go through the same medical process as the conductor. Further, you will need to complete an online aptitude assessment before being accepted into the program. For more information on the Program, click [here](#).

### Training Overview - Locomotive Engineer Program

The classroom training will be held in Calgary, however, the OJT component will be held at your home location. For Calgary participants, the OJT may have to be performed outside of Calgary due to the amount of trainees in Calgary. To sign up for OJT, click [here](#).

The program is an amalgamation of the existing conductor and locomotive engineer programs. The program has a total of six (6) weeks of classroom training, broken into three, two (2) week segments, with OJT after each segment. For a timeline of the training, click [here](#). Please note that the **mechanical portion** of the program will be completed in **Calgary**.

### How do I sign up?

Check the schedule below and select the program start time that will work best for you and your department. You will sign up for Part 1, but be scheduled into the appropriate Part 2 and Mechanical portions as shown below. Manager approval will need to be obtained and forwarded to the Employment Centre before your spot will be confirmed. **You must enroll a minimum of two weeks prior to the start of the class you wish to attend.** For the "Street to Seat" Locomotive Engineer program, the Employment Centre will arrange a time for you to complete the aptitude assessment. If you experience problems signing up for class, please contact the [Employment Centre](#) at (403)319-6524.

<b>Calgary Street to Seat Engineer Training - 2014</b> (Part 1)	Street to Seat - 2014 (part 2)	Mechanical (held in Calgary)
<b>Calgary - April 21</b>	June 2	June 30

<b>Calgary - May 5</b>	June 16	July 14
<b>Calgary - May 19</b>	June 30	July 28
<b>Calgary - June 2</b>	July 14	August 11
<b>Calgary - June 16</b>	July 28	August 25
N/A - Mechanical only	N/A - Mechanical only	September 15 - Cancelled
Calgary - August 11 - Cancelled	September 15 - Cancelled	October 13
Calgary - September 22	October 13	<a href="#">November 3</a>

You will sign up for Part 1, but be scheduled into the appropriate Part 2 and Mechanical portions as shown below. The Mechanical portion of the program will be held in Calgary. If you cannot attend one of these scheduled portions, please advise the Employment Centre and then sign yourself up for the desired class by clicking on one of the dates below that will work with your schedule. **You must enroll a minimum of two weeks prior to the start of the class you wish to attend.**

Canadian Street to Seat Engineering Training - 2014 (Part 1)	Street to Seat - 2014 (Part 2)	Mechanical (Held in Calgary)
<b>Moose Jaw - April 14</b>	<b>May 19</b>	<b>June 30</b>
<b>Toronto - April 7</b>	<b>June 2</b>	<b>June 30</b>
<b>Toronto - June 16</b>	<b>July 21</b>	<b>September 1</b>

The Employment Centre will confirm your participation in the program and provide you with training details, times and training locations. You will need to sign up for your OJT, by clicking [here](#).