



March 2017

<https://pa-trolley.org/operations-department>

Crew Schedule
Operating Policies & Procedures
Operating Orders
Operations Department Forms
Log In Required

**Registration for
Return Operator Training
is now taking place.**

**Check Page 4 to see what spots
are available.**

**Registration Deadline
March 25**

What's Inside?

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Sign-up Now



PENNSYLVANIA TROLLEY MUSEUM OPERATOR TRAINING 2017



Enrollment
February 1- March 25, 2017

Requalification for returning **revenue operators, maintenance,** and those **student operators** who are actively working toward revenue status will be conducted in March & April. All operators will pick a date, as well as a **second choice. Instructors** do not need to return this form, you will be contacted at a later date. Class size is limited to fifteen (15) operators. The cost is \$10.00. Preference will be given to those living farthest away from the museum. If you turn 65 before May 1, you must submit a certificate of visual acuity and then every other year thereafter. (65-67-69-71-73-75-etc.)

Please identify your first and second date choice and your operating classification. You will receive confirmation from me once I have your form, but no sooner than February 1. If you pay at the museum or with credit card, please mail the form to finalize registration.

Mail to: **PTM Operator Training, Dennis Cramer, 147 Sherwood Drive, Kittanning, PA 16201**
Make checks payable to: **Pennsylvania Trolley Museum**
Contact educator@pa-trolley.org to use a credit card or pay cash in person

PLEASE PRINT CLEARLY

Name _____ Member Number _____

Address _____ Phone _____

City _____ State _____ Zip _____ Cell Phone _____

Email _____

Birthday (M-D-Y) _____

RETURNING (\$10) Choice

Fri March 24 9:00-4:00 _____

Sat March 25 9:00-4:00 _____

Sat April 1 9:00-4:00 _____

Sun April 2 9:00-4:00 _____

OPERATION CLASSIFICATION
Revenue Maintenance Student

THERE WILL BE A 30 MINUTE LUNCH BREAK
LUNCH WILL BE PROVIDED

RETURNING OPERATORS
BRING YOUR RULEBOOK, TRAINING MANUAL &
TOUR GUIDE MATERIALS WITH YOU

2017 Return Operator Training

Registration forms for Return Operator Training are now being accepted and processed. Please print out page 2 of this publication and get it in the mail to assure your selected date. We only schedule 15 operators a day to provide you the opportunity for both individual and small group interaction. *The sooner you register, the sooner you will receive the 2017 Training Exam.* Early registration makes it easier to plan for each day. Please make sure to circle your Operator Classification, include your Operator Number and up to date contact information.

We have a busy day planned for you and need you to be in your seat at 9:00 am. Training will include car operation, maintaining a schedule, introduction of a new timetable, tour guide training, a review of basic operating procedures and a new procedure for keeping your volunteer hours.

All Maintenance, Revenue and Student Operators must sign up for the class. If your schedule does not permit you to attend any of the scheduled classes, you must contact the Operations Manager (Kevin Zebley operations@pa-trolley.org) to be granted permission to train on an alternative date. *You must still send in the registration form by March 25, 2017 with your payment and a note saying you have been approved for a later date.* This helps us with our record keeping. Instructors will be contacted.

Instructors for Training

Instructors should send their requests for working Return Operator Training to Dennis Cramer as soon as possible. training@pa-trolley.org

I will handle the administrative duties each day and Kevin Zebley will be there to observe. We need an additional three instructors for the car training each day.

Return Operator Training
9:00-4:00

Friday, March 24
Saturday, March 25
Saturday, April 1
Sunday April 2

Return Operator Training as of February 25.
Get your paperwork in to reserve your spot today.

	March 24	March 25	April 1	April 2
	Friday	Saturday	Saturday	Sunday
1	Rich Trudel	Jonathan Muse	Tony Schill	<i>Barrie Baker</i>
2	Ray Lonabaugh	Tim Moffat	Jim Herrington	Chris Golofski
3	Jack Simich	David Moffett	<i>Carmen Herrington</i>	Armand Latour
4	David George	Alex Bruchac	Joe Warkany	
5	<i>Stanley Koepke</i>	James McMahon	<i>Robert Polander</i>	
6	Doug Mahrer	Ned Apazakian	Tim Sheffield	
7	George Gula			
8	Jeff Coyne			
9	Carleton Weber			
10	Bill Kiehl			
11	Ray Janosko			
12	Larry Lovejoy			
13	Scott Davis			
14				
15				

HAPPY BIRTHDAY

Jack Samuels March 1
Dennis Cramer March 10
Doug Kirkpatrick March 19
Laura Wells March 22
Chris Walker March 23
Mike Kendlick March 27
Armand Latour March 27
Barrie Baker April 1
Daniel Bower April 8
Tim Moffat April 15
Doug Mahrer April 28

Ops Website

<https://pa-trolley.org/>

In the upper right hand corner you will see the word OPS. Click there and log-in as before.

Make sure of your settings for passwords if you are using a public computer to access the Ops website. We have material there for you and not the general public. Always be safe when using public computers and wifi.