



NJDOT WINTER OPERATIONS

WOST Member Frequently Asked Questions

(Facilities/Support Services)

1. WHAT IS THE NJDOT WINTER OPERATIONS SUPPORT TEAM PROGRAM?

Volunteers will assist Support Service staff performing snow and de-icing operations at selected locations. The staff is responsible for clearing parking areas, sidewalks, door landings, loading docks and other paved areas at Support Service locations. The staff will utilize (non-cdl) trucks with salt spreaders, wheel loaders, skid steers, Ventrac, power broom, snow shovel, salt spreader and other mechanical and non-mechanical equipment. Volunteers will assist in the rinsing of all used equipment during an event before they depart at the end of each shift and will complete their own time sheet for any snow hours worked.

2. WHO MAY APPLY FOR THE WINTER OPERATIONS SUPPORT TEAM PROGRAM?

You must be a full-time or a retired NJ STATE employee to be eligible in the program.

3. HOW DO I APPLY TO BE A WINTER OPERATIONS SUPPORT TEAM MEMBER?

Go to the New Jersey Department of Transportation's website (www.state.nj.us/transportation) under "About NJDOT" Click on "Winter Readiness", then on the "Winter Operations Support Team (WOST)" link.

The direct link to this page is (<http://www.state.nj.us/transportation/about/winter/wosp.shtm>).

4. IF A TEAM MEMBER HAS A STATE CAR ASSIGNED TO THEM, WILL THEY BE ABLE TO USE THE STATE CAR UNDER THIS POSITION?

If the employee's direct supervisor and agency allows the vehicle's usage, then the employee may use their State assigned vehicle.

5. WHAT ARE THE HOURS A TEAM MEMBER WILL WORK DURING A WINTER EVENT?

Members will work during their non-working hours only (except TES). This includes holidays and weekends. However, if state offices are closed during normal business hours due to a weather event and the member is called into work to assist DOT forces, the member is expected to report to the DOT yard. The emergency rate of pay goes into effect only for the hours outside the member's regular working hours.



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6. HOW ARE TEAM MEMBERS PAID?

Members are paid on an hourly basis. An hourly rate of pay will be established according to current contract guidelines. Effective with supplemental pay period N/2019 (check date 7/5/2019) supplemental payments will be direct deposited. Any active employee who has a direct deposit on the preceding payroll will have their supplemental payment deposited to the same account. This holds true for employees on the bank card as well. Any employee who receives a paper check on the regular pay will receive a paper check on the following supplemental pay. Inactive employees will retain the same information from their last regular pay period, should that information change a cancellation card should be submitted to ensure a paper check will be issued. All the processes/due dates for direct deposit applications remain the same.

Current State Employees are paid on the Supplemental Pay Week for Emergency Overtime. TES Employees are hired as hourly employees and are paid on Regular State Pay Days. In both instances, timesheets need to be submitted and approved by the appropriate cutoff period to receive their pay on the next scheduled Pay/Supplemental Pay date.

7. IF THERE IS AN “EARLY CLOSING” FOR STATE EMPLOYEES DUE TO ADVERSE WEATHER CONDITIONS AND A TEAM MEMBER’S SHIFT IS CALLED TO ASSIST THE NJDOT IN WINTER OPERATIONS, WILL THE MEMBER BE PAID THE HOURLY EMERGENCY RATE?

No. It will be treated as a normal workday until the members’ regular working hours have ended.

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