



Illinois Department of Transportation

Memorandum

To: DEPUTY SECRETARIES, DIRECTORS AND BUREAU CHIEFS
From: Dianna L. Taylor
Bureau Chief of Personnel Management
Subject: Technical Vacancy
Date: August 1, 2017

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement Wednesday, August 2, 2017 in the designated areas.

The deadline for applicants to submit their names for consideration is **4:30 p.m.** on **Tuesday, August 15, 2017**. Applicants will not be accepted after that time and date.

NOTE: A copy of each applicant's ACTIVE Illinois Professional Engineer License must accompany application for this position. Please be advised that if a high volume of applications are received, the applications may be screened to establish a smaller pool of applicants for interview. The screening will be based on the information contained in the application.

All applicants will receive a position description for the position they are applying for. If you have any questions, please contact the Bureau of Personnel Management at 217/782-5594.

CE V

Rail Project Engineer
Bureau of Freight Rail Management
Office of Intermodal Project Implementation
Chicago

Attachments
41955

Technical Applications [PM1080 rev 6/1/17](#)****must be received** by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) or emailed to DOT.CO.BPM.EmploymentApplications@Illinois.gov by **Tuesday, August 15, 2017, 4:30 p.m.** Please include address, daytime phone and position for which applying if not already listed on application. Applicants will be notified in writing to schedule interviews.

NOTE: A copy of each applicant's ACTIVE Illinois Professional Engineer License must accompany application for this position. Please be advised that if a high volume of applications are received, the applications may be screened to establish a smaller pool of applicants for interview. The screening will be based on the information contained in the application.



An Equal Opportunity Employer

Position Summary Sheet

Classification:	Civil Engineer V	Salary:	\$6,315 - \$8,263*
Position Title:	Rail Project Engineer	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW115-23-80-304-00-01	IPR#:	41955

Office/Central Bureau/District/Work Address:

Intermodal Project Implementation/Bureau of Freight Rail Management/69 West Washington, Suite 2100, Chicago, IL

Description Of Duties:

This position is accountable for facilitating, directing and monitoring technical and engineering studies for the Freight Rail Northeastern Illinois Section as well as performing special assignments for the Bureau Chief of Freight Rail Management.

Special Qualifications:

Required:

- Current Illinois Professional Engineer license
- Valid driver's license
- Frequent in-state and out-of-state travel with occasional overnight stays
- Physical ability to walk long distances on rough terrain

Desired:

- Nine years' experience in civil engineering of which at least five years should be in the specific area of railroad engineering
- Ability to make relatively difficult technical computations and estimates
- Thorough knowledge of the principles and practices of civil engineering
- Basic skill in the use of engineering field and office instruments
- Strong oral and written communication skills

Shift/Remarks:

8:00 am – 4:30 pm / Monday – Friday

*Individual salary offers are computed based on an applicant's current position and experience level in comparison to the posted title as well as internal equity of staff in the organizational unit.

**Technical Application PM1080 (revised 6/1/17) is required. No previous version of the PM1080 will be accepted.

**ILLINOIS DEPARTMENT OF TRANSPORTATION
POSITION DESCRIPTION**

DATE:	3/7/2017	POSITION:	Rail Project Engineer
APPROVED BY:	John Oimoen	OFFICE/DIVISION:	Intermodal Project Implementation
CODE:	PW115- 23-80-304-00-01	REPORTS TO:	Section Chief Freight Rail Northeastern Illinois

Position Purpose

This position is accountable for facilitating, directing and monitoring technical and engineering studies for the Bureau of Freight Rail Management.

Dimensions

Indirect and Loaned Personnel	5-10
Engineering Studies::	30 Annually
Freight Rail Program:	\$3.8 billion
Potential Rail Companies impacted:	7

Nature and Scope

This position reports to the Section Chief of Freight Rail Northeastern Illinois, as does a Rail Project Manager and a Public Outreach Manager. This position has no subordinates.

The environment for this position centers on the Department's freight rail activities. In particular, the Department's Freight Rail Programs in the northeastern area of Illinois. The functional environment consists of private railroads, shippers and the public sectors ranging nationwide from some of the largest corporations in the United States to family owned businesses and from the federal government to local municipalities. Technical analysis, particularly from an engineering perspective, is required for construction projects for passenger and freight rail improvements, grade separations, and passenger rail flyover projects. Additionally, research of topics relevant to rail transportation, such as the application of new technologies to achieve operational efficiencies may be conducted. This environment is one where the incumbent plays an important role in keeping multiple affected parties involved, informed, and progressing toward implementation. Problems and issues identified and solved by the incumbent have a direct impact upon the movement/progress of both passenger and freight rail in and through Illinois.

The majority of issues associated with this position are technical in nature. The greatest challenge of this position is the task of constructing efficient and economical rail improvements, while at the same time meeting the demands for safety, mobility and convenience of the public during construction. Frequent complications include strikes, weather, material shortages and plan changes. The main challenges associated with the position include monitoring consultant performance to ensure construction and safety procedures are followed and schedules are met. A typical issue involves ensuring that the railroad corporations provide all necessary and required information and proper documentation to consultants.

The primary functions performed by the incumbent include employing analytical techniques related to both passenger and freight rail improvement projects and acting as the engineering expert for rail projects while working as a technical advisor to railroads, government agencies and other offices within the department. The incumbent will continually assess engineering studies, implementation plans, and schedules to ensure that the various tasks represent a balanced approach between the interests of all agencies involved.

He/she will also: oversee and/or perform the design of new rail construction; provide rehabilitation cost and estimates; prepare specifications for railroad materials and supplies; inspect construction and/or rehabilitation of railroad lines performed by contractors or railroad companies; manage consultant engineering contracts; act as a liaison with FHWA, FRA and ICC track safety inspectors, railroad and local government engineering departments; and provide rail engineering assistance to the District Offices. The incumbent is accountable for: supervision of Bureau construction projects; assurance of contractor compliance with plans, specifications and EEO policies and other labor guidelines; documentation of construction projects both during and after projects are completed; complaint resolution relevant to construction projects; contractor's schedules review and approval for all construction projects. Incumbent will interpret specifications, special provisions and policies regarding technical problems and supervise the design, engineering and construction contract revisions necessary to meet field conditions. The incumbent's departmental policy decisions and actions are regulated by federal and state laws and regulations for railway planning and engineering.

Internal contacts include daily contact with the Section Chief as well as frequent contact with OIPI staff, the Offices of Planning and Programming, Design and Engineering, Finance and Administration, Chief Counsel and the Office of Project Development. External contacts include railroad staff, representatives of various rail shippers, units of federal and local government, consultants, contractors, etc. Travel is required statewide and at times, may require out-of-state travel and some overnight.

The performance of this position is evaluated by the effectiveness of meeting project timetables and resolving engineering and construction issues while ensuring project compliance and protecting the Department's interest.

Principal Accountabilities

1. Directs, coordinates and recommends approval of structural plans prepared by local agencies, railroads and consultants, as required by law.
2. Assists project managers and grantees with technical design and engineering issues.
3. Reviews, monitors and makes sound judgments pertaining to engineering activities as it relates to rail improvement projects.
4. Serves as construction observation engineer on complex construction projects, prepares and reviews engineering and technical reports.
5. Inspects construction and/or rehabilitation of railroad lines performed by contractors or railroad companies to ensure compliance.
6. Coordinates work of various consultants to the Bureau.
7. Acts as liaison between the district, railroads, consultants and other agencies to oversee and ensure project compliance with all Departmental rules, practices and policies.
8. Maintains harmonious relationships with employees, agency officials and the general public.
9. Performs other duties as assigned as related to the Office's activities.
10. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.