



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 8, 2017

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement August 9, 2017 in the designated areas.

The deadline for applicants to submit their applications for consideration is **4:30 p.m. on Tuesday, August 22, 2017**. Applications 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.

If you have any questions, please contact the Bureau of Personnel Management at 217/782-5594.

CE VII

Safety Programs Engineer
Bureau of Safety Programs & Engineering
Office of Program Development
Springfield

Attachments
42006

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 22, 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.



**Illinois Department
of Transportation**

An Equal Opportunity Employer

Position Summary Sheet

Classification:	Civil Engineer VII	Salary:	\$7,640 - \$9,650*
Position Title:	Safety Programs Engineer	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW117-23-65-803-00-01	IPR#:	42006

Office/Central Bureau/District/Work Address:

Office of Program Development/Bureau of Safety Programs & Engineering, 2300 S Dirksen Pkwy, Springfield, IL

Description Of Duties:

This position is accountable for disseminating and maintenance of the safety engineering aspects of roadway design and work zone layout. The incumbent provides direction and leadership to IDOT in the management of a cost-effective, multi-agency process to improve the attributes of roads, highway users, and vehicles to reduce the traffic-related deaths and injuries in Illinois in addition to the personal safety of IDOT employees. S/He assures public and other agency involvement in decisions made during the appropriate stages of project development; and for conducting the research necessary to support the cost-effectiveness of highway safety policies.

Special Qualifications:

Required:

- Current Illinois Professional Engineer license
- Valid driver's license
- In-state and out-of-state travel, which may require overnight stays

Desired:

- Ten years of experience in the practice of civil engineering of which at least seven years should be responsible for supervisory control in the planning and in the direction of highway engineering projects
- Comprehensive knowledge of the principles and practices of civil engineering with special emphasis on activities of highway safety
- Comprehensive knowledge of the modern methods and procedures of public works construction and maintenance operations
- Comprehensive knowledge of the laws controlling the activities administered
- Ability to initiate, coordinate, and direct large scale engineering programs or research and planning activities of a difficult technical nature
- Ability to promote, establish and maintain harmonious relationships with staff and the general public
- Ability to interpret and enforce bureau and departmental policies
- Strong oral and written communication skills

Shift/Remarks:

8:00 am – 4:30 pm / Monday – Friday

THIS POSITION IS COVERED UNDER THE REVOLVING DOOR PROHIBITION (RDP) POLICY.

*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:	April 2017	POSITION:	Safety Programs Engineer
APPROVED BY:	<u>Priscilla Tobias</u>	OFFICE:	Office of Program Development / Bureau of Safety Programs & Engineering
CODE:	PW117-23-65-803-00-01	REPORTS TO:	Bureau Chief

Position Purpose

This position is accountable for disseminating and maintenance of the safety engineering aspects of roadway design and work zone layout. The incumbent provides direction and leadership to IDOT in the management of a cost-effective, multi-agency process to improve the attributes of roads, highway users, and vehicles to reduce the traffic-related deaths and injuries in Illinois, in addition to the personal safety of IDOT employees. S/He assures public and other agency involvement in decisions made during the appropriate stages of project development; and for conducting the research necessary to support the cost-effectiveness of highway safety policies.

Dimensions

Operating Budget:	\$3 M ± Annually
Personnel:	Two Direct
Programs:	Work Zone Safety, Highway Safety Improvement Program, Highway Railroad Grade Crossing Safety, Pedestrian and Bicycle Safety, Impaired Driving, Motorcycle Safety, and Occupant Protection
Consultant Contracts:	\$1 M ± Annually

Nature and Scope

This position reports to the Bureau Chief as do the Safety Policy & Initiatives Section Engineer, Administrative Support Section Chief, Evaluation Section Chief and Crash Information Section Chief. Reporting directly to this position are the Highway Safety Program Unit Chief and the Safety Programs Implementation Manager Unit Chief.

The Bureau of Safety Programs and Engineering provides a safety focal point and a centralized source of highly specialized multi-discipline safety expertise in the areas of roadside safety design, work zone safety, pedestrian and bicycle safety, motorcycle safety, occupant protection, impaired driving, and safety training, which is not maintained in each region/district office. S/He coordinates with the direct staff to identify opportunities where engineering, enforcement, education, and/or emergency medical services solutions may be used to improve safety and reduce deaths and injuries through use of various safety analysis tools/programs, development of multi-disciplined strategies and countermeasures, and development of appropriate implementation plans. S/He approves for the Illinois Department of Transportation and coordinates with the FHWA, the engineering safety strategies needed to reduce the fatalities and serious injuries on Illinois highways. S/He identifies safety needs, makes recommendations and secures additional state, local and federal safety funds for safety improvements. S/He researches innovative engineering practices and technology to achieve the goals set forth by the Bureau Chief.

Major challenges to the position include integrating and elevating safety in all projects, programs and processes such that the Department becomes more proactive in the identification, on a system-wide basis, of national and state trends in crashes resulting in fatalities; and, the development of innovative solutions and methods to implement data-driven recommendations within the limited resources available. Typical problems involve researching and coordinating innovative, sound safety engineering principles, technology, and safety expertise to cause development of safe, cost-effective highway improvements with the intent to reduce highway related fatalities.

The incumbent participates in meetings with FHWA, NHTSA, bureau staff, district staff, Regional Engineers, and representatives of the Office of Planning and Programming to further define the safety problems and identify programs and actions to address the needs and strategies set forth in the *State of Illinois Strategic Highway Safety Plan* and the *Highway Safety Plan (HSP)*. In addition, as an IDOT chief safety engineering advocate, the incumbent gives numerous speeches to create an increase of public awareness of the traffic-crash problem and acceptance of traffic safety measures.

The incumbent accomplishes accountabilities through the following staff:

Highway Safety Programs Unit Chief – who is responsible for directing the Highway Safety Programs Unit in the Department's efforts to improve worker safety, meet the federal requirements regarding statewide work zone safety and mobility for all public roadways; administering the federal *Highway Safety Improvement Program (HSIP)* for Highway-Railway Grade Crossings; and, improving roadway safety for pedestrians, bicyclists, and older drivers.

Safety Programs Implementation Manager – who assists in the development of and oversees the *Annual Highway Safety Plan* and related projects, motorcycle safety programs, occupant protection programs, impaired driving programs, and other highway safety programs.

This position has wide latitude to accomplish responsibilities. Only matters of a highly sensitive nature are referred to the immediate supervisor for resolution. The incumbent recommends staffing needs and disciplines when necessary. S/He is constrained by departmental regulation, policies and procedures as well as federal and state laws.

The incumbent has frequent contacts internally with the Districts and IDOT Central Bureaus regarding the safety related aspects of programming, planning, designing, construction, operations, and maintenance. Externally, the incumbent has frequent contact with the FHWA, NHTSA, Illinois State Police, county and city engineers, private industry, and other states' transportation agencies, consultants, contractors, suppliers, safety partners including but not limited to Mothers Against Drunk Driving (MADD), the Alliance Against Intoxicated Motorists, Students Against Destructive Decisions (SADD), ABATE, and the public to resolve safety-related issues, and provide assistance to and implementation of the *State of Illinois' Strategic Highway Safety Plan*. The incumbent serves on national and state committees and panels such as AASHTO, the National Cooperative Highway Research Program and the Illinois Highway Research Council and pooled fund research. This position requires frequent travel regarding the innovative and established safety programs and practices and the *Strategic Highway Safety Plan*.

The effectiveness of this position will be measured by the reduction in deaths and serious injuries caused by traffic crashes in the state of Illinois. Success will be achieved through IDOT's safety initiatives and programs such as *Illinois Strategic Highway Safety Plan*, the *Highway Safety Improvement Program*, *Work Zone Safety Program*, as well as the effectiveness of the policies and procedures and standards.

Principal Accountabilities

1. Assists in the development, implementation and maintenance of the *State of Illinois Strategic Highway Safety Plan* and the *Highway Safety Plan* to reduce traffic-related deaths and serious injuries in the state of Illinois.
2. Promotes cooperation between state, local, and federal agencies and the private sector to implement cost-effective, multi-agency initiatives to reduce deaths and serious injuries.
3. Investigates and recommends innovative technological solutions to provide the Bureau Chief the ability to optimize the methods of addressing safety strategies.

4. Provides the Bureau Chief with information on the state's safety needs and recommendations to reduce traffic related deaths and injuries on the Illinois highway system.
5. Plans, organizes, directs, and controls the Section's efforts in a timely, cost-effective manner.
6. Provides unique technical and problem solving expertise in the development of solutions to unusual safety problems.
7. Conducts appropriate research for evaluating highway improvement projects and design policies for cost-safety-effectiveness and eligibility for federal-aid.
8. Ensures the correct and efficient administration of the federal and state safety programs including the *Highway Safety Improvement Program*.
9. Represents IDOT and the Bureau on national, state, interagency, and departmental task forces and organizations in the area of safety engineering.
10. Provides policy and technical advice to the regions regarding their safety and highway programs.
11. Provides departmental training including coordination with FHWA and NHTSA staff in the area of roadside safety design, work zone safety and other areas of safety.
12. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
13. Performs other duties as required and/or assigned.