



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: July 10, 2017

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement July 11, 2017 in the designated areas.

The deadline for applicants to submit their names for consideration is **4:30 p.m.** on **Monday, July 24, 2017**. Applicants will not be accepted after that time and date.

NOTE: Applications will be accepted from qualified permanent DOT employees only. 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 VI

Weight Enforcement Engineer
Bureau of Operations
Office of Highways Project Implementation
Springfield

Attachments
42109

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 **Monday, July 24, 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: Applications will be accepted from qualified permanent DOT employees only. 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 VI	Salary Range:	\$6,945 - \$11,020
Position Title:	Weight Enforcement Engineer	Union Position:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Position Number:	PW116-23-75-601-20-01	IPR#:	42109

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation / Bureau of Operations / 2300 S. Dirksen Parkway, Springfield, IL

Description Of Duties:

This position is responsible for the departmental commercial vehicle size and weight enforcement program which protects highways and bridges from damage caused by overweight trucks thereby providing safety to the motoring public. The incumbent develops and successfully implements the annual as well as long-term program to maintain and modernize the department's investment in 1) weigh stations and appurtenances; 2) the semiportable axle load and portable wheel load scale program; 3) weigh-in-motion (or WIM) scales; 4) PrePass, Drivewayze and other weigh station bypass technologies; and 5) other technologies effective in providing commercial vehicle enforcement; serves as Radiation Safety Officer (RSO) of the department's Vehicle and Cargo Inspection Systems (VACIS) trucks; and ensures federal code requirements are met in regard to size and weight.

Special Qualifications:

Required:

- Current Illinois Professional Engineer license
- Valid driver's license
- Statewide and out-of-state travel with overnight stays; occasional overtime

Desired:

- Ten years of experience in the practice of civil engineering of which at least six years should be in the specific area of highway engineering, four years of which should include the planning and supervision of highway engineering projects
- Comprehensive knowledge of the principles of civil engineering with specialized knowledge of transportation engineering; understanding of weight enforcement principles is a plus
- Ability to develop and maintain cooperative relationships with departmental staff
- 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.

**Technical Application PM1080 was revised 6/1/17. The previous application form, revised 9/19/16, will be accepted until close of business 7/31/2017. Applications received on 8/1/17 or after must be on the revised form.

**ILLINOIS DEPARTMENT OF TRANSPORTATION
POSITION DESCRIPTION**

DATE:	June 26, 2017	POSITION:	Weight Enforcement Engineer
APPROVED BY:	Amy Eller	OFFICE:	Highways Project Implementation/ Bureau of Operations
CODE:	PW116-23-75-601-20-01	REPORTS TO:	Maintenance Operations Engineer

Position Purpose

This position is responsible for the Department's commercial vehicle size and weight enforcement program. Overweight trucks cause considerable damage to roads and bridges and are unsafe to the motoring public. The incumbent ensures maintenance of and upgrades to the Department's enforcement scales to provide a deterrent against overweight trucks and meet federal enforcement goals. The incumbent works with the State Police which provides enforcement authority, districts for maintenance of weigh stations and implementation of design and construction projects through the highway improvement program, various vendors for scale repairs, and other state agencies. The incumbent ensures the maintenance and operation of the Department's two Vehicle and Cargo Inspection Systems (VACIS) trucks.

Dimensions

Number of Weigh Stations Maintained:	20 interstate, 9 arterial - 29 total
Number of Sets of Wheel Load, Axle Load Scales:	175
Approximate # of Field Inspections Annually:	24
Annual Highway Improvement Funds:	\$1.5 Million
Annual Trucks Weighed:	9.0 – 12.0 Million
Annual Overweight Fines Assessed:	\$9.0 - \$12.0 Million
Annual Budget:	\$5.0 - \$6.0 Million
Annual Number of VACIS Scans:	12-18
Number of Personnel Supervised:	3 directly, 24 indirectly

Nature and Scope

This position reports to the Maintenance Operations Engineer. Reporting to this position are the Traffic Information Specialist and the Size and Weight Enforcement Technician.

Illinois has a large truck population and must protect its highways and bridges from overweight damage. Federal law (Code of Federal Regulations 23 (CFR) Part 657) prescribes requirements for every state to administer a vehicle size and weight enforcement program on Federal Aid (FA) highways, including a requirement for certification by the state. Failure to certify, or determination by the federal Department of Transportation determines that a state is not adequately enforcing all state laws with respect to maximum vehicle size and weights on FA highways, may reduce a state's federal highway funds by 10%. Illinois Compiled Statutes (ILCS) 625 Chapter 15 contains the statutes, including the federal bridge formula, with respect to commercial vehicle size, weight, load and permits, which are enforced using the Illinois Department of Transportation's scales. 23 CFR 657 requires states to use a combination of two of four types of scales in sufficient quantity to cover the FA system.

Typical problems involve possible performance issues with the WIM and/or preclearance systems on a daily basis, and ensuring enforcement data entered into the Illinois Transportation Automated Permits (ITAP) system from the weigh stations and portable scale crews is timely and accurate. The greatest challenge involves timely repair projects to ensure all stations are fully functional to ensure enforcement operations are not hindered.

The incumbent is responsible for federal reporting requirements and timely submittal. The federal code requires states to formulate an enforcement plan and submit it annually by July 1 in both written and online forms. The federal code also requires certification before January 1 annually that all state size and weight laws are being enforced. The certification provides information on activities and results achieved during the preceding federal fiscal year. S/he is responsible for collecting data such as, but not limited to, personnel expenses, scale repair costs, construction costs, preclearance system monthly reports on bypasses, and enforcement data from ITAP, to assist in preparing the federal certification report. WIM scales are used at interstate weigh stations and provide weighing efficiency and reduce congestion. WIM scales are used with a weigh station preclearance system (such as PrePass or Drivewyze) to sort trucks on the interstates and bypass the stations when weights and credentials are proper. Overweight trucks, in addition to those with potentially hazardous issues, are directed to enforcement platform scales where action can be taken by the State Police. To protect infrastructure from damage in areas with no weigh stations, semiportable axle load and wheel load weigher (WLW) scales are used and provide effective enforcement when deployed. These are operated by crews of highway maintainers that transport and place the stations as well as weigh trucks for the State Police to take action if necessary. The crews are strategically located throughout the state and rotated weekly through State Police districts. The incumbent performs field reviews and becomes familiar with portable scale operations and ensures their safe operation in traffic. Repairs at weigh stations, whether to the buildings and appurtenances, or the preclearance and WIM systems and platform scales, are critical and must be timely. Repairs of emergency or short duration are made through the procurement process such as scale service or electrical maintenance contracts, buyer certifications, and field purchase authorities (FPA). The incumbent develops scale service contracts and works with appropriate business services staff to bid them. S/He personally requests repairs through scale service technicians or district personnel and authorizes all weigh station repairs and approves invoices for payment. S/He schedules and meets onsite at weigh stations with district Operations staff and the State Police on a regular basis and determines what repairs need to be made and when they should be completed. Repairs to pavements, platform scales and buildings that can be of high cost are accomplished through the Highway Improvement Program. The incumbent serves as Chairman of the Weigh Station Committee, meeting annually, and develops and recommends projects for weigh station construction and rehabilitation. S/He provides plans and specifications to the districts and coordinates lettings and construction. The incumbent initiates building repair scopes and works with the Day Labor, Capital Development Board, State Police and IDOT personnel, attending progress meetings through successful completions. The incumbent assists in specification development with CMS for the equipment used (Semiportable axle load and WLW scales, vans and trailers) by the portable scale crews. The incumbent is responsible for the effective use of the preclearance weigh station bypass systems (such as PrePass and Drivewyze) used at Illinois' interstate weigh stations. S/He works with the Illinois PrePass Steering Committee to review and update Illinois' bypass criteria and communicates with PrePass and Drivewyze repair technicians, state liaisons, and senior members of PrePass or Drivewyze on issues of performance with their systems in Illinois and other states. S/He serves as the Radiation Safety Officer (RSO) for two VACIS trucks, and ensures proper operation and maintenance. The trucks possess a radioactive Cobalt 60 source, which when activated, is used to scan vehicles for contraband as a deterrent against terrorism. The trucks are operated by specifically trained highway maintainers and must be deployed under the direction of the State Police. As the RSO, s/he is responsible for the department's radioactive material license issued by the Illinois Emergency Management Agency (IEMA), and IDOT's Radiation Safety Program for VACIS. The incumbent works closely with the Permit Unit Chief, central and district State Police officers, and truck weight inspectors (TWI's). The TWI's staff the weigh stations and are authorized to issue enforcement tickets on overweight trucks. They and the State Police regularly communicate with the incumbent on items needing repairs at weigh stations. S/He follows the guidelines

contained in Chapters 7 and 12 of the Joint Operational Policy between IDOT and the State Police, outlining the division of responsibilities for truck size and weight enforcement. S/He also seeks funding sources for large capital projects such as new weigh stations and brake inspection buildings.

The incumbent accomplishes accountabilities through the following:

Traffic Information Specialist who is accountable for designing, organizing and coordinating the use of computerized data files for oversize and overweight permit routing, vehicle speed trends, truck Weigh-in-Motion (WIM), weight enforcement activity and pending legislation; developing programs for statistical and management reports on permits, speed trends, vehicle weights and weight enforcement; operating speed monitoring and WIM equipment; and related engineering applications.

Size & Weight Enforcement Technician who is accountable for coordinating the statewide operations of the Portable Scale Weight Enforcement sub-unit and Vehicle and Cargo Inspection System (VACIS) program in conjunction with the Illinois State Police; troubleshoots scale failure, oversees critical component replacement, performs calibration adjustments, ensures maintenance and certifies scale accuracy; performs administrative/supervisory functions including personnel issues, discipline, grievances, employee evaluations, accident reports and leave slips.

S/He has wide ranging freedom and latitude in accomplishing responsibilities and is encouraged to seek, try, and evaluate innovative techniques and technologies to better fulfill all responsibilities. Only matters of a sensitive or critical nature are referred to the immediate supervisor for resolution. S/He is constrained by department policies and procedures as well as applicable state/federal statutes and guidelines.

The incumbent has internal contact with all Office of Highways Project Implementation bureaus and district offices on a great variety of matters relating to the design, construction and maintenance of weigh stations. Externally the incumbent has frequent contacts with the Federal Highway Administration, Illinois State Police, DCMS, CDB, Department of Agriculture and the Illinois Emergency Management Agency. Other external contacts are the manufacturers and companies supplying repair services for truck weigh scales, architect firms, and other state DOT agencies involved with commercial vehicle enforcement. The incumbent participates in interagency groups and meetings regarding commercial vehicle enforcement. Travel is required.

The effectiveness of this position is measured by the ability to meet federal enforcement goals, minimize downtime of weigh stations, motivate staff, maintain good working relations with the State Police and district personnel, effectively use resources to maintain, design and construct improvements to weigh stations and appurtenances, and provide a deterrent against overweight trucks that helps to protect the department's infrastructure and motoring public.

Principal Accountabilities

1. Works closely with the State Police to effectively minimize the downtime of all scales, providing a deterrent against overweight trucks, protecting the department's infrastructure, and promoting safety for the traveling public. Enforces truck weight laws contained in 625 ILCS Chapter 15.
2. Ensures requirements contained in federal code 23 CFR 657 are met. Prepares and submits the Annual Enforcement Plan and Size and Weight Certification reports by the required deadlines. Collects data needed for the reports and ensures quality of data.
3. Serves as Weigh Station Committee Chairperson, planning and developing annual and long term programs regarding weigh station construction and rehabilitation for inclusion into the highway improvement program. Develops and provides scale plans and specifications for bidding, including design and construction.

4. Recommends and authorizes repairs to weigh stations and scales through service companies and district Operations personnel. Prepares service contracts for bidding.
5. Works closely and supervises portable scale operations for effective use of axle load and WLW scales.
6. Serves as RSO of the VACIS trucks, responsible for their proper operation and maintenance, as well as the provisions in the Radiation Safety Program and the radioactive material license.
7. Investigates new technologies in weight enforcement and implements them if deemed practicable and economically feasible. Seeks sources of funding for large capital projects.
8. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
9. Performs other duties as required or assigned.