



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: October 2, 2017

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement October 4, 2017 in the designated areas.

The deadline for applicants to submit their applications for consideration is **4:30 p.m. on Wednesday, October 18, 2017**. Applications will not be accepted after that time and date.

NOTE: 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.

TM II

Historic, Noise & Waste Analyst
Region 2/District 2/Program Development
Highways Project Implementation
Dixon

Attachments
42211

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 **Wednesday, October 18, 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: 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:	Technical Manager II	Salary:	\$4,105 - \$5,710*
Position Title:	Historic, Noise & Waste Analyst	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW412-23-52-303-30-02	IPR#:	42211

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation/Region 2/District 2/Bureau of Program Development/819 Depot Avenue, Dixon, IL

Description Of Duties:

This position is responsible for the undertaking of all required studies of noise impacts for proposed highway construction within the district, including field monitoring, carrying out computer model studies and establishing any necessary noise wall mitigation. The position is also responsible for the preparation of all reports necessary to obtain historic sign-off and special waste clearance for projects within the district.

Special Qualifications:

Desired:

- Four years of college preferably with courses in business, economics, environment, statistics, sociology, public finance or public administration
- Two years' experience in public or business administration, research, statistics, public finance or accounting activities
- Ability to maintain harmonious relationships with employees, agency officials and the general public
- Ability to plan and direct efforts of employees for efficient accomplishment of program objectives

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:	August 2017	POSITION:	Historic, Noise & Waste Analyst
APPROVED BY:	<i>Kevin Marchek</i>	OFFICE/DIVISION:	District 2/Program Development
CODE:	PW412-23-52-303-30-02	REPORTS TO:	Environmental Studies Supervisor

Position Purpose

This position is responsible for the undertaking of all required studies of noise impacts for proposed highway construction within the district, including field monitoring, carrying out computer model studies and establishing any necessary noise wall mitigation. The position is also responsible for the preparation of all reports necessary to obtain historic sign-off and special waste clearance for projects within the district.

Dimensions

Number of Projects:	20
Value of Projects:	\$100 Million
Reports Prepared Annually	20

Nature and Scope

This position reports to the Environmental Studies Supervisor as do a Staff Ecologist and an Environmental Specialist. No subordinate personnel report to this position.

This position functions in the area of environmental science in which determinations are made with regard to the acoustic and historic impacts and hazardous waste of highway projects within a 10-county area. These investigations must be documented to the extent required by Federal and State agencies through the directing of all necessary field research and preparation of reports for the review and approval of these agencies.

The greatest challenge facing the incumbent is determining the scope of work, directing all necessary field monitoring and directing the preparation of computer models necessary to accurately recreate the existing and proposed highway configurations and traffic volumes. Typical problems facing the incumbent are determining the extent and being responsible for directing all noise monitoring; accurately directing the development of all necessary computer models of existing and proposed highway configurations; developing all feasible noise mitigation as required by current environmental regulations; directing all research and investigation necessary to determine all historic impacts and any alternates to highway projects impacting historic properties; and timely reconnaissance and submittal of requests for hazardous waste clearances.

Functions personally performed by the incumbent include determining the potential receptors that will be impacted by increased noise levels due to highway construction, and directing the field monitoring with the use of noise metering equipment. He/she must also direct the development of all necessary computer models of the existing and proposed highway configuration and all existing and proposed receptors and carry out the necessary computer runs to predict existing and future noise impacts. The incumbent must direct tabulation of the modeling results, oversee and direct the preparation of an aerial mosaic of the project and write a Noise Analysis in the current format. The incumbent must devise and test the computer model and all feasible noise wall mitigation and then tabulate the results of the Noise Analysis. The incumbent must personally review and evaluate all consultant reports for choice receptors, accuracy of computer modeling and computation, completeness of the written noise evaluation and thoroughness of the Noise Analysis. The incumbent must research the history of all historic sites impacted by highway construction, devise any alternate which might have a lower impact on the historic property, and apply the Criteria of Adverse Effect as discussed in the Regulations for Historic Preservation. The incumbent must field check each project and evaluate the potential for hazardous waste, including follow-up submittal of requests for field survey and monitoring of all submitted projects to ensure timely sign-offs. The incumbent must also submit all Phase II testing.

The incumbent must operate within the directives of the Federal Highway Administration Program Manual 7-7-3 and the Advisory Council in Historic Preservation (Federal Register, Section 36 CFR, part 800). The final recommended choice of feasible noise mitigation is decided by the Environment Studies Supervisor and Studies & Plans Engineer. Noise study reports prepared by the incumbent are submitted to the Central Office and Illinois EPA for review and written approval as to conformance with all applicable regulations pertaining to protection from highway-generated noise impacts. The Section 106 Historic Reports are sent to the State Historic Preservation Office and the Keeper of the National Historic Register in Washington, D.C. for review by those agencies for completeness and written approval of conformance with all applicable historic regulations of those agencies. The incumbent has authority to determine equipment needed to carry out job responsibilities and request such material.

The incumbent has internal contacts with specialists in the Central Office Bureau of Location and Environment, the District Project Studies Unit Head, project engineers in the Project Studies Section, and the District Planning Services Unit Head. Final results of hazardous waste surveys are submitted to all Bureau Chiefs for this information and follow-up. He/she has external contact with all consultants who prepare noise analysis on projects requiring a change in highway alignment or highways on new location and with the office of the Illinois State Historic Preservation Officer.

The incumbent can be evaluated by the accuracy and timeliness of the submittal and approval of the required reports so as not to adversely affect environmental approval of the district's projects.

Principal Accountabilities

1. Responsible for undertaking/directing all field monitoring of noise impacts to establish existing noise levels as a basis of comparison to predicted noise levels.
2. Responsible for directing the preparation of all computer models necessary for the prediction of all future noise impacts.
3. Directs the preparation of all required noise studies for district projects, including tabulation of results and documentation of any necessary mitigation to obtain Federal Highway Administration approval of projects on new alignment.
4. Reviews consultant reports, including verification of accuracy of technique, scope of study, verification of accuracy of computer analysis, and verification of the overall completeness and accuracy of the resultant noise study.
5. Responsible for all necessary historic research, application of historic criteria, discussion of alternates and directing the preparation of all Section 106 Reports necessary for historic sign-off of any district projects impacting historic sites.
6. Responsible for determining the location of potential historic sites nominated by SHPO and maintaining a log of all such sites within the district.
7. Responsible for determining the location of all hazardous waste sites adjoining proposed projects, including required follow-up testing.
8. Responsible for developing and maintaining a safe work environment.
9. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.