



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 6, 2017

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement October 10, 2017 in the designated areas.

The deadline for applicants to submit their applications for consideration is **4:30 p.m. on Monday, October 23, 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 V

Traffic Operations Engineer
Region 4/District 6/Operations
Highways Project Implementation
Springfield

Attachments
42254

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, October 23, 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 V	Salary:	\$6,315 – \$8,263*
Position Title:	Traffic Operations Engineer	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW115-23-56-501-00-01	IPR#:	42254

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation/Region 4/District 6/Bureau of Operations/2713 Stevenson, Springfield, IL

Description Of Duties:

This position directs field activities relating to the installation and maintenance of traffic control devices in the District 6 Bureau of Operations as well as the plan preparation and review of highway signing, pavement marking and temporary traffic control on construction and operations projects.

Special Qualifications:

Required:

- Current Illinois Professional Engineer license
- Valid driver's license
- Districtwide travel with overnight stays; and overtime
- 24-hour emergency call availability

Desired:

- Nine years of experience in civil engineering of which at least five years should be in the specific area of highway engineering, three years of which should have been supervising engineering functions
- Extensive experience in highway design, construction and maintenance
- Experience with sign panel design, sign placement and pavement markings
- Knowledge and understanding of MUTCD
- Experience with intelligent transportation systems
- Ability to plan, organize and establish priorities
- Strong oral and written communication skills; and public speaking experience

Shift/Remarks:

7:00 a.m. – 3:30 p.m. / 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:	August 2017	POSITION:	Traffic Operations Engineer
APPROVED BY:	Jeffrey South	OFFICE/DIVISION:	Office of Project Implementation District 6/ Operations
CODE:	PW115-23-56-501-00-01	REPORTS TO:	Operations Engineer

Position Purpose

This position is accountable for directing field activities relating to the installation and maintenance of traffic control devices in the District 6 Bureau of Operations as well as the plan preparation and review of highway signing, pavement marking and temporary traffic control on construction and operations projects.

Dimensions

Subordinate Personnel:	Direct 4, Indirect 22
Operating Budget:	\$3 million
Signs Maintained:	10,000+ annually
Centerline Miles:	2,500
Annual Construction Program:	100 projects

Nature and Scope

This position reports to the Operations Engineer as do the Services & Development Technician, the Plans & Design Engineer, two Maintenance Field Engineers, the Bridge Maintenance Engineer, and an Executive Secretary. Reporting to this position are the Traffic Contract Technician, Traffic Operations Technician and the Traffic Control Technician.

The incumbent must implement a pavement marking, signing, and construction project traffic control review program in a fifteen county area to maintain existing facilities in a safe and efficient manner, as well as accomplish the constantly added new work brought about by public requests, new construction and policy changes. These functions have an immediate and direct effect on vehicular traffic flow and the safety of the traveling public, thus making the position sensitive and vulnerable with respect to public exposure and liability. The incumbent is also on call 24 hours a day. This position also advises the other District bureaus in the design and operation of traffic control devices, traffic flow and highway safety problems.

Problems faced by the incumbent are both technical and managerial in nature. These include making decisions regarding work methods and priorities; training, motivating and evaluating situations which may intercept traffic flow and solving highly technical problems. The greatest challenge to this position is to ensure the safety of all crews engaged in field activities.

The incumbent prepares, monitors, and makes expenditure projections for the Bureau's budget; determines expenditure requirements for commodities and equipment; reviews plans prepared by other bureaus and outside agencies; makes recommendations on proper application of traffic control devices and evaluates traffic control plans for potential traffic hazards and flow problems. The incumbent directs the work of the Traffic Control Supervisor who prepares and reviews traffic control plans and continually reviews construction projects to ensure proper and safe traffic control methods are used. The incumbent represents the Bureau in the final inspection of railroad crossings, pavement marking and signing contracts and determines acceptability. The incumbent is typically the lead contact during any special events which affect the flow of traffic on state routes. The incumbent is required to attend public meetings outside of normal work hours.

This position accomplishes its accountabilities through the following staff:

Traffic Operations Technician - who with a staff of 22 is responsible for signing and pavement marking functions.

Traffic Contract Technician - who is responsible for determining the location and ensuring contract compliance of contractual pavement marking and sign repairs.

Traffic Control Technician- reviews traffic control plans and special provisions, and projects in progress to ensure proper and safe traffic control is used.

Contacts within the Department are with the District Bureaus of Program Development and Project Implementation, the Central Bureau of Operations and the Bureau of Safety Engineering. Contracts outside the Department are with local officials, civic groups, contractors, consultants and the general public concerning the resolution of complaints and inquiries. This position may require overtime and overnight districtwide travel.

This position must operate within the confines of the Illinois Vehicle Code, State of Illinois Manual on Uniform Traffic Control Devices for Streets and Highways, Road and Bridge and Other Related Laws of Illinois, the Standard Specifications for Traffic Control Items and Departmental Orders. The incumbent has latitude in determining day to day activities. Controversial and sensitive issues such as interpretation of the labor contracts are referred to the Operations Engineer along with a recommended solution. The incumbent evaluates employees' performance, recommends disciplinary action and ensures subordinate safety.

The performance of the incumbent can be evaluated by the safe and efficient flow of traffic, the timely response to requests and complaints from the public and the completion of work programs in a safe and timely manner.

Principal Accountabilities

1. Plan, organize, direct and control the District pavement marking and signing programs in accordance with Departmental policies and procedures.
2. Maintain a communication network to provide early response for traffic control and restoration on emergency call outs.
3. Accountable for timely resolution of request and complaints from the public, local officials and other governmental agencies.
4. Responsible for traffic control related to railroad crossing projects on State maintained system.
5. Train, evaluate, motivate and ensure the safety of subordinates.
6. Provide assistance to the bureaus of Project Implementation and Local Roads in inspecting new signing and pavement marking installations for conformance with the plans and specifications.
7. Review design plans for possible safety and operational problems and the proper application of traffic control devices.
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.