



Illinois Department of Transportation

Memorandum

To: DEPUTY SECRETARIES, DIRECTORS AND BUREAU CHIEFS
From: Becky Koehler
Bureau Chief of Personnel Management
Subject: Technical Vacancy
Date: June 6, 2018

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement June 8, 2018 in the designated areas.

The deadline for applicants to submit their applications for consideration is **4:30 p.m. on Thursday, June 21, 2018**. 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.

ET IV Bridge Painting Inspection Resident Technician
Region 3/District 5/Project Implementation
Office of Highways Project Implementation
Paris

Attachments
42881

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 **Thursday, June 21, 2018**, 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:	Engineering Technician IV	Salary:	\$4,695 - \$6,735*
Position Title:	Bridge Painting Inspection Resident Technician	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW014-23-55-201-10-02	IPR#:	42881

Office/Central Bureau/District/Work Address:

OHPI/Region 3/District 5/Bureau of Project Implementation/13473 IL Hwy 133 W., Paris, IL

Description Of Duties:

This position is accountable for the design, implementation, inspection, and documentation of all maintenance bridge painting contracts; and as a winter assignment, assists in the inspection of all state maintained bridges in the district. S/He may be accountable for the construction of one or more state highway improvements within the district.

Special Qualifications:

Required:

- Valid drivers' license
- Extensive districtwide travel
- Ability to work in an adverse environment including weather, traffic conditions and/or height

Desired:

- Associate degree from an accredited two-year civil engineering technology program or two years of college in pre-engineering or civil engineering technology
- Eight years' experience in performing a variety of technical tasks of which at least four years should be related to civil engineering
- Ability to interpret and implement departmental policies and procedures
- Strong oral and written communication and organizational skills

Shift/Remarks:

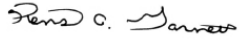
7:00 am – 3:30 pm / Monday – Friday

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:	January 25, 2018	POSITION:	Bridge Painting Inspection Resident Technician
APPROVED BY:		OFFICE/DIVISION:	OHPI/R 3/D 5/Bureau of Project Implementation/Construction
CODE:	PW014-23-55-201-10-02	REPORTS TO:	Supervising Field Engineer

Position Purpose

This position is accountable for the design, implementation, inspection, and documentation of all maintenance bridge painting contracts and, as a winter assignment, assists in the inspection of all state maintained bridges in the district. S/He may be accountable for the construction of one or more state highway improvements within the district.

Dimensions

Subordinate Personnel:	1 – 4
Value of Bridge Painting Contracts:	\$150,000 - \$500,000
Number of Bridges in District:	700

Nature and Scope

This position reports to the Supervising Field Engineer. Reporting to this position are 1 – 4 Construction Technicians assigned on a project required basis.

Often performing under semi-hazardous conditions, the incumbent performs and documents inspections on painting contracts. This position also requires the ability to work in an adverse environment including weather, traffic conditions and/or height. In conjunction with the Bridge Maintenance Engineer, s/he designs bridge painting contracts and assists in developing the district's Annual Bridge Painting Program. When the incumbent is not dealing with bridge painting contracts, s/he will be assigned as a Resident Technician on other construction projects. The Resident Technician ensures that all assigned construction projects are built in accordance with the plans and specifications. This requires correct interpretation of all contract documents, and communication of these decisions to assigned technical employees and the contractor. The unique technical aspect of this position is the requirement that the incumbent become proficient in state-of-the-art coating technology and contractor supervision and inspection.

Typical problems encountered by the incumbent involve obtaining contractor compliance on bridge painting projects, construction field revisions and design plan changes, resolving public complaints arising from construction of the projects and interpretation of contract specification. The greatest challenge is the effective resolution of contract problems and the timely completion of assigned construction projects.

The incumbent personally inspects bridges, designs bridge painting plans, recommends a painting program for the district and inspects and documents bridge painting contracts. S/He makes decisions to solve certain technical problems as they are encountered and prepares authorizations for change orders resulting from field or design revisions. The incumbent coordinates contract work with utilities and other governmental agencies. S/He administers contract, Equal Employment Opportunity (EEO), and labor requirements.

The incumbent will supervise up to four construction technical employees as assigned to inspect bridges, bridge painting projects and the layout and inspection of assigned construction projects.

The incumbent has broad authority within his/her area of responsibility but will refer situations of non-compliance by bridge painting contractors to his/her supervisor. S/He recommends to the Supervising Field Engineer courses of action to solve project related problems involving construction delays and public complaints. S/He has authority to recommend hiring, firing, disciplinary actions, promotions, demotions and salary increases for personnel assigned to his/her project. Rules under which the position operates include: Standard Specifications for Road and Bridge Construction, Contract Special Provisions, National Bridge Inspection Program (NBIP), Illinois Department of Transportation (IDOT) bridge painting inspection policies, Federal Highway Administration (FHWA) policies, the Steel Structures Painting Council Specifications, and various other regulations.

Extensive travel is required within the district to monitor painting contracts. The Resident Technician maintains frequent contact with his/her Supervising Field Engineer and other district bureau staff on design changes, right-of-way problems, signing and traffic control problems, material compliance and maintenance. Internal contacts also include resident engineers and central office personnel. S/He also maintains external contact with state and federal agencies, contractors, material suppliers, local governmental officials, the FHWA, consultants and the public concerning mutual construction problems within an assigned project.

The effectiveness of the incumbent can be measured by the quantity and quality of bridge painting by contractors performing work within the district, documents supporting accurate and efficient inspections of bridges, the accomplishment of bureau objectives, development of new standards and procedures, timely completion of projects, and prompt submittal of final project documents, and the resolution of disputes concerning contract provisions or public complaints.

Principal Accountabilities

1. Prepares annual bridge painting contracts.
2. Serves as Resident Technician on bridge painting contracts.
3. As a winter assignment, assists in bi-annual bridge inspection to ensure structural safety.
4. Directs the operation of assigned construction projects and provides the Supervising Field Engineer with pertinent and timely information about assigned projects with prompt submittal of final papers.
5. Provides proper and effective utilization of manpower through safety, training, motivation, and evaluation of employees.
6. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
7. Performs all other duties as assigned.