

Seasonal Engineering Intern (3 Positions)

Union Position: Yes No

Position Number: PW017-23-75-700-00-44

Shift: 8:00 am – 4:30 pm
Monday – Friday

Opening Date: February 24, 2020

Anticipated

Closing Date: April 3, 2020

Starting Salary: \$15.85/Hour

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation / Bureau of Materials / 126 E. Ash Street, Springfield, IL

Position Purpose:

The Seasonal Engineering Intern Program is designed to give engineering students an opportunity to obtain on-the-job training from May 18, 2020, through August 14, 2020.

The incumbent will provide support for various materials investigations, studies, and experimental feature projects. S/He will assist the Technical and Product Studies Unit with field investigations and surveys as needed. This position assists during peak construction season when the Bureau of Materials' ten materials testing laboratories are receiving the largest number of samples in support of construction contracts across the state.

Qualifications:

Position Requirements:

- Completion of high school
- Current enrollment in a college engineering program
- Valid driver's license
- Proof of automobile liability insurance required at the time of offer
- Frequent travel within the district
- ANSI Class 75, 6" or higher, steel toe safety shoes
- College transcripts

Position Desirables:

- Ability to maintain cooperative relationships with departmental staff
 - Strong oral and written communications skills
 - Knowledge of materials testing and laboratory testing equipment
 - Strong computer skills
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How to Apply/Remarks:

Applicants must submit the materials listed below no later than 4:30 pm on April 3, 2020:

- Signed and completed Application for Seasonal Engineering Intern (PM 2425)
- CMS 284A Authorization for Release of Criminal Information
- CMS 284B Self-Disclosure of Criminal History
- College Transcripts (official or unofficial)

Note: Only education/coursework and experience listed within the application and transcript will be considered for determining eligibility for this position.

Submittal Options:

- Mail or hand deliver the completed application form PM2425, CMS 284A, CMS 284B and College Transcript(s) to: Bureau of Personnel Management, 2300 S. Dirksen Parkway, Room 113, Springfield, IL 62764
- Electronically complete and submit the application form PM2425, CMS 284A, CMS 284B and College Transcript(s) via email to: Dot.SummerApplications@Illinois.gov.
- College/Universities may submit College Transcript(s) in PDF format to: Dot.SummerApplications@Illinois.gov.

Agency Contact: Bureau of Personnel Management, 217/782-5594

**ILLINOIS DEPARTMENT OF TRANSPORTATION
POSITION DESCRIPTION**

DATE:	January 14, 2020	WORKING TITLE:	Seasonal Engineering Intern
POSITION CLASSIFICATION:	Seasonal Engineering Intern	OFFICE/BUREAU:	Office of Highways Project Implementation / Bureau of Materials
POSITION NUMBER:	PW017-23-75-700-00-44	REGION/DISTRICT:	N/A

Position Purpose

The incumbent will provide support for various materials investigations, studies, and experimental feature projects. S/He will assist the Technical and Product Studies Unit with field investigations and surveys as needed. This position assists during peak construction season when the Bureau of Materials' ten materials testing laboratories are receiving the largest number of samples in support of construction contracts across the state.

Dimensions

Active construction contract projects	800+
Equipment value:	\$1,500,000

Nature and Scope

This position reports to the Engineer of Materials. There are no subordinates reporting to this position.

This position operates in an environment where s/he learns methods of quality testing according to prescribed standards and how to accurately and safely perform tests, record results, and maintain equipment in sound workable condition. Assignments are generated by various staff within the Bureau of Materials.

The challenge for the incumbent is to accurately, safely, and efficiently perform all testing according to prescribed standards and to further knowledge in the field of materials testing.

Under immediate supervision, this position is responsible for assisting with testing special and routine materials, analyzing and correlating jobsite data with laboratory developed data, testing and evaluating in-place materials which exhibit performance problems, inspecting various materials producers, and conducting field inspections and pavement distress surveys. The end result of the incumbent's work will be the correlation of laboratory and field data, recommendations for solving technical problems arising in a job environment, and timely inspections of products.

The incumbent performs his/her accountabilities under immediate supervision. This position is constrained by applicable departmental guidelines.

The incumbent's primary contacts are within the Bureau of Materials. Externally the incumbent may have occasional contacts with Hot Mix Asphalt (HMA) and Portland Cement Concrete (PCC) producers, PCC products producers, and other materials producers. Occasional statewide travel is required in order to obtain field data and assist with problem solving or perform inspections.

The effectiveness of this position is measured by the incumbent's ability to provide, coordinate, and recommend solutions to technical problems arising in a project environment.

Principal Accountabilities

1. Assists with conducting correlation of field and laboratory test results to ensure the applicability of laboratory developed results to field situations.
2. Assists with performing inspections of materials producer's products.
3. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
4. Performs other duties as assigned.

Subordinates of this position

Position Classification	Position Number	Working Title	Authorized Identical
n/a			

Supervisor of this position

Immediate Supervisor Position Classification: Civil Engineer VIII

Working Title: Engineer of Materials

Position Number: PW118-23-75-700-00-01

Position Requirements

- Completion of high school
- Current enrollment in a college engineering program
- Valid driver's license
- Automobile liability insurance
- Frequent travel within the district
- ANSI Class 75, 6" or higher, steel toe safety shoes

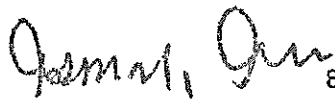
Position Desirables

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Agency Approvals



Bureau Chief of Personnel Management



Secretary, Department of Transportation