

Job Title: CIVIL ENGINEER VI - DISTRICT MATERIALS ENGINEER - IPR#45681

Agency : Department of Transportation

Closing Date/Time: 06/23/2022

Salary: \$7,085 - \$11,020 Monthly

Job Type: Salaried Full Time

County: Jackson

Number of Vacancies: 1

Plan/BU: NR916 - Protech Teamsters

***This position is covered by the Revolving Door Prohibition Policy.**

This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.

All applicants who want to be considered for this position MUST apply electronically through the illinois.jobs2web.com website. State of Illinois employees should click the link near the top left to apply through the **SuccessFactors employee career portal.**

Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.

Agency Mission Statement

The Illinois Department of Transportation is seeking to hire a District Materials Engineer.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

Employees enjoy excellent benefits, including health, vision and dental insurance; a retirement plan and deferred compensation options; state holidays and other time off; tuition reimbursement; flexible schedules; and pre-tax benefit programs. The department also offers extensive training and career advancement opportunities.

We invite qualified applicants to apply to become part of our team. We are confident that you will take pride in serving Illinois and its residents and visitors.

Job Responsibilities

This position is accountable for managing the activities and resources of the district Materials Section of the Bureau of Project Implementation, which encompasses design recommendation, inspection, and testing and certification of all materials utilized in the construction and maintenance of the district's highway system.

Subordinate Personnel: 4-13 Direct; 15-45 Indirect
Number of Material Sources: Approximately 200 various plant and material suppliers
Annual Value of Materials Inspected: \$20M to \$120M
Average Number of Active Projects: 50 to 120

This position reports to the Project Implementation Engineer. Reporting to this position are the Geotechnical Engineer, Mixtures Control Engineer, Physical Tests Engineer, Assistant Materials Engineer III, Materials Inspection Technician I and II, and an Executive Secretary.

This position manages the district's Materials Section and is responsible for material selection and quality assurance of all materials and mixtures utilized in construction and maintenance of the highway system. This responsibility requires timely response to contractors' working schedules and subordinate training and development. The biggest challenge of this position is serving as the district's expert on materials issues by being involved and staying current with evolving materials issues and sophisticated testing procedures.

The incumbent personally directs the activities of personnel in three (3) sections; reviews manpower needs and assignments; monitors testing procedures; approves substitutions for unavailable products or materials; approves geotechnical reports and foundation studies; reviews field and laboratory test results; reviews complex material problems; analyzes hazardous waste problems associated with materials; and determines staff training needs.

(Job Responsibilities continued)

The incumbent accomplishes these accountabilities through the following staff:

Geotechnical Engineer - who, with a staff, is accountable for the determination of soil characteristics on all highway improvements in the district.

Mixtures Control Engineer - who, with a staff, is accountable for ensuring the quality of all concrete and hot mix asphalt mixtures produced for use in highway improvements in the district.

Physical Tests Engineer - who, with a staff, is accountable for ensuring the quality of all other materials for use in highway improvements in the district.

Assistant Materials Engineer III - who rotates through the various work units to learn about and assist with aggregates, precast concrete, concrete and hot mix asphalt mixtures and geotechnical engineering.

Materials Inspection Technician I and II – who are primarily responsible for completing on-the-job training in the various work units to learn about aggregates, precast concrete, concrete and hot mix asphalt mixtures as well as geotechnical engineering to determine their final time-in-grade work location.

Executive Secretary I - who provides clerical services to the section chief.

The incumbent is responsible for the operation of the Materials Section and has authority to recommend personnel actions to the Project Implementation Engineer regarding the hiring, promotion, salary adjustment, disciplinary action and dismissal of subordinate staff. The incumbent also approves purchases of equipment, commodities and services within budgetary limitations and appropriate procurement guidelines. S/He has broad authority to make decisions on materials issues using department and FHWA policies and procedures as a guide. The incumbent keeps the Project Implementation Engineer informed of issues that are or could be controversial. S/He ensures that all operations within this section are carried out in a safe manner and in accordance with all applicable safety guidelines.

(Job Responsibilities continued)

The incumbent is in frequent contact with personnel from all district Bureaus and the central Bureau of Materials regarding materials issues and Bridges and Structures regarding foundation issues. Externally, the incumbent has contacts with material suppliers, contractors, local government officials and

FHWA representatives regarding materials problems of mutual concern. Occasional cooperative material inspection arrangements are also provided for the Department of Natural Resources, U.S. Army Corp. of Engineers, Illinois State Police, Capital Development Board and Division of Aeronautics. This position requires a valid driver's license; 24/7 availability; occasional travel inside and outside the district with the possibility of overnight stays; possible overtime during evenings and weekends; the ability to work in confined spaces, climb steep terrain, wade in water, and deal with poisonous plants, animals, insects, rodents and snakes; perform physically demanding outdoor work in a variety of conditions including, but not limited to, inclement weather (hot, cold, wet, windy, muddy), active construction sites and roadways open to traffic.

The effectiveness of this position can be measured by the timely incorporation of quality materials in highway construction projects and the timely completion of reports and special investigations required during design, construction and maintenance of the highway system.

Principal Accountabilities

1. Ensures all materials in highway construction substantially meet contract specifications.
2. Ensures all materials produced inside or outside the district, for use in the district, are properly inspected.
3. Plans, organizes, directs, and controls the activities of the district Materials Section.
4. Assigns, trains, motivates, and evaluates subordinate personnel.
5. Provides direction conducive to the efficient and effective performance of the district Materials Section.
6. Provides expertise and guidance in the areas of geotechnical studies, mixture production and other relevant materials issues.
7. Ensures the district Materials Section is in compliance with departmental safety guidelines.
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 assigned.

Qualifications

Position Requirements

- Current registration as a Licensed Professional Engineer in the state of Illinois
- Eight years of experience in civil engineering including three years supervising staff and managing engineering functions
- Valid driver's license
- Occasional travel inside and outside the district with the possibility of overnight stays; and possible overtime during evenings and weekends
- On-call availability 24 hours per day, 7 days per week, 365 days per year
- The ability to work in confined spaces, climb steep terrain, wade in water, and deal with poisonous plants, animals, insects, rodents and snakes; perform physically demanding outdoor work in a variety of conditions including, but not limited to, inclement weather (hot, cold, wet, windy, muddy), active construction sites and roadways open to traffic.

Position Desirables

- Extensive knowledge of the principles and practices of civil engineering with special emphasis in the areas of materials, mixtures and soils
- Ability to develop and maintain cooperative relationships with departmental staff and the public
- Ability to interpret and enforce divisional and departmental policies
- Strong management skills
- Strong problem-solving and decision-making skills

Work Hours: 8:00 A.M. - 4:30 P.M. Monday-Friday

Work Location: 2801 W Murphysboro Rd Carbondale, IL 62901-1059

Office: Office of Highways Project Implementation/Region 5/District 9/Project Implementation

Agency Contact: DOT.CO.BPM.EmploymentApplications@Illinois.gov

Job Family: Transportation

APPLICATION INSTRUCTIONS

Use the “Apply” button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the Illinois.jobs2web.com homepage in the blue ribbon.

Non-State employees should log in on the using the “View Profile” link in the top right of the Illinois.jobs2web.com homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the career portal for State employees and review the **Internal Candidate Application Job Aid**

Non-State employees: on Illinois.jobs2web.com – click “Application Procedures” in the footer of every page of the website.

The main form of communication will be through email. Please check your “junk mail”, “spam”, or “other” folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com