

Job Title: CIVIL ENGINEER V - FIELD ENGINEER - IPR#45278

Agency : Department of Transportation

Closing Date/Time: 06/28/2022

Salary: \$6,445 - \$10,210 Monthly

Job Type: Salaried Full Time

County: Edgar

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 Field 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 approving local agency proposals for the expenditure of Federal Aid Funds (STR,STU, STP-BR); Township Bridge Funds (TBP), Motor Fuel Tax funds (MFT); and other Special Program Funds; providing guidance during the planning and plan development phases of

local agency projects; construction monitoring of local-let projects; supervising construction of both local-let and state let local agency Federal aid projects, and for ensuring all projects are built in compliance with state and federal guidelines.

Number of Projects: 60-80 Annually

Area Assigned: 3-5 Counties; 35-45 Municipalities; 50-60 Townships

MFT Funds: \$8-11 Million

Township Bridge Funds: \$0.7 to 0.9 Million

Federal Aid Funds: \$2 to 8 Million

Federal/State grant Funds (Safety, State, ICC, Etc.): \$1 Million

This position reports to the Local Roads and Streets Engineer. No subordinates report directly to this position; however, the Field Engineer provides extensive supervision of local agency projects and expenditures and control of funds.

This position provides expertise and guidance during the development of construction and maintenance programs, and ensures required policies, statutes, guidelines, and procedures are followed. This position final inspects all projects and coordinates material certification with Project Implementation (Materials). This position is unique in that the incumbent must encourage local agencies to follow required policies, statutes, procedures, and guidelines on local let projects and at the same time exert direct control over similar types of local agency federal aid construction projects.

Typical problems include coordination, with the Technical Services Technician, Federal Aid Coordinator and Bridge Technician, the administration of local agency construction and maintenance programs from letting through approval of final papers. The incumbent maintains contact with local agencies, consultants, and local officials throughout the life of a project. The greatest challenge for this position is to approve local-let maintenance/construction programs and contracts, including engineering agreements, change orders, and the expenditure of various funds.

This position supervises local agency federal aid construction projects from the preconstruction conference to submittal of final papers. S/He must ensure the local agencies follow the provisions of the department/local

(Job Responsibilities continued)

agency certification agreement, which requires local agencies to follow specifications, departmental policies, guidelines, and procedures during construction of federal aid projects.

The incumbent must operate within state, local, and federal guidelines, statutes, and policies; central Bureau of Local Roads and Streets Manual, current standard specifications, supplemental specifications, and recurring special provisions; Construction Manual, and environmental regulations. This position must have the ability to take responsibility for making decisions and recommend solutions for problems with contract administration, construction, and funding, based on current policies, statutes, procedures, and guidelines.

The incumbent must coordinate his/her activities with other district bureaus; the central Bureaus of Local Roads and Streets, Construction, and Materials and Physical Research; Federal Highway Administration; various local agencies and officials; and consultants in order to administer the local agency construction/maintenance and federal aid construction program. This position requires district-wide travel as the incumbent attends lettings, preconstruction conferences, other local agency functions, and visits job sites to monitor construction activities.

Effectiveness of this position is evaluated by the accomplishment of the local program within the area of jurisdiction, by local agency compliance with federal and state guidelines, and by the ability to maintain harmonious relations with local agencies who use available federal and state funds.

Principal Accountabilities

1. Monitors the development of the annual local agency construction and maintenance program.
2. Recommends for approval local agency maintenance and construction projects, expenditure of various funds, and engineering agreements.
3. Monitors local agency projects from the letting through approval of final papers.
4. Ensures local-let construction/maintenance projects follow all Bureau of Local Roads and Streets policies, procedures, and guidelines.
5. Supervises and monitors the local agency federal aid construction program from the preconstruction conference through submittal of final papers.
6. Ensures local agencies follow department guidelines, statutes, policies, and procedures for federal aid construction projects.
7. Performs duties in a safe manner and promotes safety throughout local agency projects.
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
- Five years of experience in civil engineering
- Valid driver's license
- District-wide and region-wide travel

Position Desirables

- Knowledge of principles and practices of civil engineering
- Ability to direct the work of local agencies and ensure compliance with state and federal guidelines
- Ability to develop and maintain cooperative relationships with department staff and local agencies
- Strong oral and written communication skills

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

Work Location: 13473 Il Highway 133 Paris, IL 61944-6731

Office: Office of Highways Project Implementation/Region 3/District 5/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

