

# Job Title: HIGHWAY CONSTRUCTION SUPERVISOR I - IPR#45833

**Agency :** Department of Transportation

**Closing Date/Time:** 06/28/2022

**Salary:** \$4,345-\$7,605 Monthly

**Job Type:** Salaried Full Time

**County:** Sangamon

**Number of Vacancies:** 4

**Plan/BU:** NR916 - Protech Teamsters

**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](http://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 Highway Construction Supervisors.

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**

Under general supervision, this position serves as a working supervisor and is responsible for the field operation of specialized union construction crews involved in the maintenance, construction, and reconstruction of highways and their related facilities which requires extensive overnight travel on a

statewide basis.

35%

1. Serves as a working supervisor for an assigned construction crew: directs, instructs, and supervises skilled union craftspersons in the repair, construction, and reconstruction of projects consisting of highway structures, guardrail, curb and gutter, drainage facilities, resurfacing bridges, and heavy structural repairs on various statewide projects too large or too complex to be performed by regular highway maintenance forces. Assigns and reviews work, provides guidance and training to assigned staff, counsels staff regarding work performance, reassigns staff to meet day-to-day operating needs, establishes annual goals and objectives, approves time off, prepares and signs performance evaluations.

20%

2. Instructs craftspersons concerning working capabilities and safe operation of heavy and highway construction equipment. Evaluates construction crew, work methods, work procedures, correlates material requirements, and makes decisions to expedite the progress of the project.

15%

3. Calculates and measures final quantities of pay items to compute final costs of projects. Interprets detailed blueprints and establishes the field layout in accordance with construction plans.

10%

4. Completes daily reports for timekeeping, work progress, commodity items, labor, and material distribution. Prepares accident reports and unusual or confidential reports as requested by supervisors. Supervises and utilizes mechanical aptitude for repairing construction equipment in the field.

### **(Job Responsibilities continued)**

5%

5. Verifies project compliance with the Occupational Safety and Health Administration (OSHA). Follows prescribed regulations from the state of Illinois Safety Code.

5%

6. Hires prevailing wage craftspersons through appropriate union officials in strict accordance with departmental policies. Interprets union craftspersons work rules and regulations for controls and compliance.

5%

7. Completes preventative maintenance during winter overhaul. Performs complete cleanup or repair of shop, trailers, and equipment.

5%

8. Performs other duties as required or assigned which are reasonably within the scope of those enumerated above

### **Knowledge, Skills, and Abilities**

Requires knowledge, skill, and mental development equivalent to completion of four years of high school.

Requires two years of experience on highway construction work.

Requires working knowledge in the use of construction materials and equipment.

Requires ability to plan, lay out, and supervise the work of a construction crew.

Requires ability to supervise and direct efficient and economic construction work and in the use of workers, materials, and equipment.

Requires ability to estimate material requirements for work.

Requires ability to implement directions and make decisions with minimal supervision.

Requires capability to read and interpret blueprints, equipment repair books, and factory specifications.

Requires mechanical knowledge to supervise the complete overhaul of specialized construction equipment and tool.  
Requires ability to travel statewide on an extensive basis.

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

**Work Location:** 505 N Macarthur Blvd Springfield, IL 62702-2313

**Office:** Office of Highways Project Implementation/Bureau of Operations

**Agency Contact:** [DOT.CO.BPM.EmploymentApplications@Illinois.gov](mailto:DOT.CO.BPM.EmploymentApplications@Illinois.gov)

**Job Function:** 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](http://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](http://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](http://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](mailto:donotreply@SIL-P1.ns2cloud.com)
- [systems@SIL-P1.ns2cloud.com](mailto:systems@SIL-P1.ns2cloud.com)