

Job Title: ENGINEERING TECH IV - AGGREGATE AREA SUPERVISOR - IPR#44970

Agency: Department of Transportation

Closing Date/Time: 07/21/2021

Salary: \$4,790 - \$8,775 Monthly

Job Type: Salaried Full Time

County: Cook

Number of Vacancies: 2

Plan/BU: NR916

DO NOT APPLY ONLINE

****DO NOT CLICK THE APPLY BUTTON****

HOW TO APPLY:

Technical Applications PM1080 (rev 3/8/21) 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 the closing date listed above. A copy of each applicant's certificate for completion of the IDOT Management Training Program for 5-day Aggregates (CET 021) or 3-day Aggregates (CET 020) with the 2-day upgrade (CET 027) must accompany the application for this position. Please visit <https://idot.illinois.gov/about-idot/employment-opportunities/employment/index> to download the Technical Application PM1080.

Please indicate IPR#44970 on the Technical Application PM1080.

Agency Mission Statement

The Illinois Department of Transportation is seeking to hire Aggregate Area 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

This position is accountable for supervising the activities, within a designated geographical area, to ensure that all aggregate produced by a source meets the requirements of the Illinois Department of Transportation (IDOT); are of good quality and specified gradation; and are also produced in accordance with the Aggregate Gradation Control System (AGCS), and the Standard Specifications and Special Provisions.

This position reports to the District Aggregate Supervisor. Reporting to this position are the Aggregate Inspectors.

The fact that almost every type of natural, recycled, and manufactured aggregate used in Illinois highway construction is produced within district one provides this position with unique challenges. A thorough knowledge of specifications pertaining to all the various aggregates produced is required. Due to the large number and variety of facilities, from older manual plants to modern automated plants,

the incumbent must have the knowledge and experience necessary to inspect these locations to assure proper operation, production, and approval.

Typical problems encountered in the positions include interpreting specifications and policies for various agencies as they pertain to aggregate products; obtaining uniformity in testing, reporting, stockpiling procedures, and other pertinent matters within a designated geographical area; eliminating deceptive practices to ensure that material samples are representative of the source or of the material sent to a particular site; and interpreting specifications and policies as they pertain to aggregate products including conformance to the AGCS program. The greatest challenge to this position is sustaining effective working relationships with producers to ensure proper procedures are used in obtaining quality end products.

(Job Responsibilities continued)

The incumbent personally interprets specifications and policies as they pertain to aggregate products and production, accepts or rejects material, evaluates contracts to ascertain whether the proper material is being supplied, and studies geological formations to help determine quality of product obtained. This position is responsible for providing on-the-job training to subordinate personnel, reviewing all reports on aggregate tests and inspections for completeness and accuracy, reviewing quality test results submitted by the producers and notifies producers of material status, inspecting products and materials at local producers or suppliers as required, and implementing IDOT's Manual for Aggregate Inspection and the AGCS, which applies to all sources that supply aggregate to projects awarded under the jurisdiction of the department. All proportioned aggregate shipped for use in these projects shall be from an AGCS certified source. The incumbent must be familiar with the department's quality control/quality assurance (QC/QA) and AGCS program and how it relates to aggregate production. This position will monitor the AGCS program, guide its implementation throughout the area, and assist producers under the incumbent's jurisdiction to assure uniform compliance.

The incumbent accomplishes his/her accountabilities through the following personnel:

- Aggregate Inspector (5): is responsible for inspecting aggregate material and aggregate sources and monitoring plant operation to ensure that the aggregate produced meets the specification required for each individual project.

The incumbent operates within the guidelines of the Standard Specifications for Road and Bridge Construction and the special provisions for each job and is expected to provide accurate interpretations of these specifications when needed in the field.

This position has daily contacts with the Bureau of Materials, for notification and documentation of material status, the Bureau of Construction and its resident engineers, to help determine product acceptability for incorporation in department projects, and producers, for ensuring understanding of guidelines governing conditions of material acceptability and the resolution of production-related problems. Extensive travel and the ability to drive a motor vehicle within the geographical area of responsibility are required of the incumbent to monitor and sample various operations at different plant sites. The incumbent must also be able to lift 40 – 50 pounds.

The effectiveness of this position can be measured by the attainment of specified, quality, and non-quality aggregate material delivered for use in numerous IDOT improvement projects within the constraints of allotted time and manpower.

Principal Accountabilities

1. Minimizes production of marginal or unacceptable material by overseeing manufacturing procedures to assure compliance with approved standards in the AGCS programs.
2. Maintains effective working relationships with material producers to ensure that only proper quality material is delivered to job sites.
3. Trains and evaluates subordinates to ensure a competent staff who comply with department requirements.

4. Observes and verifies compliance of aggregate producers with the department's AGCS program, as well as the Manual for Aggregate Inspection.
5. Knowledgeable of the requirements for materials produced by local suppliers so required inspections and sampling can be conducted professionally and accurately.
6. Inspects aggregate material and aggregate sources and monitors plant operation to ensure that the aggregate produced meets the specifications required for each individual project.
7. Knowledgeable of the production and sampling of recycled concrete and slag aggregates and requirements of acceptance virgin and processed materials.
8. Obtains any needed certification and perform the required inspections on new products and raw feed as required within the specifications.
9. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
10. Performs other duties as assigned.

Qualifications

Position Requirements

- Education/Experience:
 - o Two years of college in civil engineering technology, pre-engineering or job related technical/science curriculum PLUS five years of engineering experience with at least four years working with the Aggregate Gradation Control System (AGCS) program, the Standard Specifications, and the Special Provisions OR
 - o Seven years of engineering experience with at least four years working with the Aggregate Gradation Control System (AGCS) program, the Standard Specifications, and the Special Provisions
- Successful completion of the IDOT Management Training Program for 5-day Aggregates (CET 021) or 3- day Aggregates (CET 020) with the 2-day upgrade (CET 027)
- A valid driver's license
- Extensive travel
- Occasional night work
- Occasional overtime
- Ability to lift 40lb – 50lb samples

Position Desirables

- Successful completion of IDOT Quality Management Training Program for both PCC Level I (CET 030) and HMA Level I (CET 029) (formerly known as QC/QA HMA Level I and PCC Level I)
- Ability to solve conflicts with outside producers
- Strong oral and written communication skills

Work Hours: 7:00 AM - 3:30 PM Monday - Friday (30-minute lunch)

Work Location: Schaumburg - 201 Center Ct

Office: Office of Highways Project Implementation/Region 1/District 1/Materials

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

Job Function: Transportation

Collective Bargaining Agreement language applies to this requisition

We are currently transitioning our application process away from paper process to an electronic application process. This position has not been transitioned please follow the directions below when applying to this position.

Please visit the IDOT website at <http://www.idot.illinois.gov/about-idot/employment-opportunities/employment/index> to obtain the required bid forms and application forms.