

# Job Title: ENGINEERING TECH III - LABORATORY TECHNICIAN - IPR#45979

**Agency:** Department of Transportation

**Closing Date/Time:** 10/05/2022

**Salary:** \$3920 - \$6775 Monthly

**Job Type:** Salaried Full Time

**County:** Peoria

**Number of Vacancies:** 3

**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 SuccessFactors. 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 Laboratory Technicians.

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.

The department offers extensive training and career advancement opportunities. Employees also receive a robust benefit package including:

- Monday-Friday work schedule
- Flexible work schedules are available in many program areas.
- Health, Life, Vision, and Dental Insurance
- Pension Plan
- (10) Weeks paid Maternity/Paternity Leave
- Deferred Compensation Program and other pre-tax benefit programs (Medical/Daycare)
- Employees earn (12) paid Sick Days annually.
- New Employees earn (10) paid Vacation Days their first year of service and can earn up to (25) paid Vacation Days annually.
- Employees earn (3) paid Personal Days annually.
- (13-14) paid holidays annually (based on start date)
- Tuition Reimbursement

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 assisting in developing, monitoring, and performing laboratory tests on samples of materials that are being incorporated into highway construction projects.

Subordinate Personnel:	None Direct
Direct Coordination:	5 to 8 Laboratory Technicians
Number of Tests:	500-1000 Annually
Value of Materials Tested:	\$10 to \$20 Million Annually

This position reports to the Laboratory Supervisor, as do 5-8 seasonal Laboratory Technicians. There are no direct subordinates who report to this position.

This position is accountable for performing essential tests on soils, aggregates, Portland Cement Concrete (PCC), and bituminous mixtures, recording data, and issuing reports. This position also assists with the management of the bureau's motor vehicle pool and other resources.

A typical problem with this position entails ensuring that the material producer and the construction field personnel receive information on time to modify, adjust, or revise production methods so as to qualify the product for state project use. The greatest challenge of this position entails developing and maintaining a schedule which ensures that the necessary testing of materials is accurate and completed on schedule.

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

The incumbent is personally accountable for performing required tests on soils, aggregates, PCC, and bituminous mixtures, calculating test results, preparing reports, and inputting data into the Materials Integrated System for Testing Information and Communication (MISTIC) system.

The incumbent must be able to work independently to accomplish their responsibilities. Matters of a highly sensitive or complex technical nature are referred to the immediate supervisor for resolution. The incumbent is constrained by all department policies and procedures.

The incumbent has internal contacts on a daily basis with supervisory and technical field employees primarily from the Bureau of Project Implementation. The incumbent's primary external contacts are with contractors, suppliers, and producers of road construction materials. Travel is required within the district.

The performance of the incumbent can be measured by the ability to test and approve only high-quality materials that conform to department specifications and to reject materials that do not conform to approved standards.

### **Principal Accountabilities**

1. Performs required tests on soils, aggregate, and mixture samples submitted for testing as prioritized by the Laboratory Supervisor.
2. Issues reports of test results in a timely manner.
3. Ensures that all reports are accurate and entered into the MISTIC system in a timely manner.
4. Assists with the management of the bureau's motor vehicle pool and other resources.
5. Coordinates with the seasonal Laboratory Technicians.
6. Maintains a positive work relationship with material producers, suppliers, contractors, and construction field personnel.
7. Transports samples, paperwork, etc. between the district laboratory and central office as required.
8. Performs other duties as assigned.
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.

### **Qualifications**

#### ***Position Requirements***

- Education/Experience
- Completion of two years of college in civil engineering technology, pre-engineering, or a job related technical/science curriculum PLUS thirty months of engineering experience OR
- Six years of engineering experience
- Ability to lift 50 pounds
- Valid driver's license
- Districtwide travel

#### ***Position Desirables***

- Working knowledge of mathematics, including trigonometry and its application to field surveying and engineering computations
- Working knowledge of materials testing and laboratory testing equipment.
- Strong oral and written communication skills

**Work Hours:** 8:00 AM - 4:30 PM Monday - Friday

**Work Location:** 6508 W US Highway 150 Edwards, IL 61528-9435

**Office:** Office of Highways Project Implementation/Region 3/District 4/Bureau of Project Implementation-Materials

**Agency Contact:** 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 work.Illinois.gov homepage in the blue ribbon.

Non-State employees should log in on the using the “View Profile” link in the top right of the work.Illinois.gov 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** <sup>[KS(1)]</sup> and review the Internal Candidate Application Job Aid **HERE** <sup>[KS(2)]</sup>

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