

Job Title: ENGINEERING TECH I - ASSISTANT REPAIR PLANS TECHNICIAN - IPR#45386

Agency: Department of Transportation
Closing Date/Time: 11/04/2021
Salary: \$2,695 - \$4,735 Monthly
Job Type: Salaried Full Time
County: Sangamon
Number of Vacancies: 1
Plan/BU: NR916

Interested applicants must apply for this position on the Work for Illinois website, www.work.illinois.gov. Please direct any questions to the Agency Contact listed below.

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 an Assistant Repair Plans Technician. 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 serves as a member of the Investigations and Repair Plans Group Sub-Unit which is accountable for using computer-aided design and drafting (CADD) equipment in the drafting of structural repair and retrofit design drawings for emergency maintenance and repair design work. The Investigations and Repair Plans Group Sub-Unit also provides other structural repair and design drawings for the Bureau of Bridges and Structures as needed.

This position reports to the Investigations and Repair Plan Group Technician. There are no subordinates reporting to this position.

CADD systems are highly specialized and are a rapidly developing area of highway and structural engineering. The incumbent operates in an environment that coordinates the ongoing rehabilitation projects with the sudden and unpredictable emergency repair characteristics of the Bridge Investigations and Repair Plans Unit. This position operates in an environment of drafting plan layouts of structural repairs, rehabilitations, and retrofit plans of structures of moderate complexity. These structures require comprehensive, concise, and clear structural detailing to convey the engineer's design in the most efficient manner.

The greatest challenge faced by the incumbent is the production of complete and comprehensive

repair plans. S/He is challenged to assist in preparing emergency repair plans in a minimum amount of time while ensuring compliance with departmental policies and procedures. Typical challenges encountered in this position include the need to develop and maintain a working knowledge of repair techniques and unique details for structural deficiencies of simple to moderate complexity.

The incumbent will assist in drafting repair and retrofit structural plans from design computations prepared by engineers within the Bridge Investigations and Repair Plans Unit. S/He will assist in using CADD equipment in the production of repair and rehabilitation plans.

The incumbent is given minimum latitude to act when performing the accountabilities of this position but refers problems concerning deviation from departmental policies, specifications, and standards to the Investigations and Repair Plan Group Technician for resolution. The incumbent is guided by the American Association of State Highway and Transportation Officials (AASHTO) specifications, interim specifications, and departmental policies and specifications.

Internal contacts include engineers within the Bridge Investigations and Repair Plans Unit, along with contacts within the Local Bridge Unit, the Bridge Ratings and Permits Unit, the Bridge Management and Inspection Unit, and other staff within the Bureau of Bridges and Structures. The effectiveness of this position can be measured by the technical expertise displayed in the production of simple repair plans and by the timely completion of assigned projects.

Principal Accountabilities

1. Performs layout and drafting of simple structural repair plans from design computations.
2. Produces repair plans utilizing MicroStation software.
3. Prepares efficient and concise emergency repair details in a minimum amount of time while ensuring compliance with departmental policies and procedures.
4. Develops and maintains knowledge of repair techniques and unique details for incorporation into repair plans.
5. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
6. Performs other duties as assigned.

Qualifications

Position Requirements

- Completion of two years of college in civil engineering technology, pre-engineering or a job related technical/science curriculum; OR
- Two years of engineering experience

Position Desirables

- Working knowledge of CADD software applications with a special emphasis on plan preparation
- Working knowledge of MicroStation software
- Working knowledge of ProjectWise and Microsoft Office Suite software applications
- Strong attention to detail skills
- Good oral and written communication skills

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

Work Location: 2300 S Dirksen Pkwy Springfield, IL 62764-0001

Office: Office of Highways Project Implementation/Bureau of Bridges and Structures

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](#)^[KS(1)] and review the [Internal Candidate Application Job Aid](#) [HERE](#)^[KS(2)]

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