

Job Title: CIVIL ENGINEER TRAINEE-INSPECTOR - IPR#45307

Agency: Department of Transportation

Closing Date/Time: 11/29/2021

Salary: \$4,365 - \$4,785 Monthly

Job Type: Salaried Full Time

County: Sangamon

Number of Vacancies: 5

Plan/BU: NR916

DO NOT APPLY ONLINE

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

HOW TO APPLY:

Technical Applications PM1080 (rev 8/21/21) 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. The previous application form revised 3/8/21 will be accepted until October 2, 2021. Please visit <https://idot.illinois.gov/about-idot/employment-opportunities/employment/index> to download the Technical Application PM1080.

Unofficial college transcripts must be included with application. Official college transcripts must be submitted upon date of employment. Applicants possessing an Engineer Intern License must also include a copy with application. Applicants not submitting these documents by the posting deadline will not be considered for employment.

In an attempt to fill the posted positions, IDOT will contact applicants during the posting period to schedule interviews. All postings will result in three interview pools, with application cut off dates of: September 27, 2021, October 27, 2021 and November 29, 2021. Those applicants that have been deemed qualified and have submitted a completed application with all required attachments will be invited to interview accordingly based on the date their application documents are received.

Please indicate IPR#45307 on the Technical Application PM1080.

Agency Mission Statement

The Illinois Department of Transportation is seeking to hire Inspectors.

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 the inspection, documentation, and safety of highway improvements during the construction phase. This position may perform general studies and plans work in the winter months.

This position reports to the Resident Engineer but may report to the Resident Technician on a project basis. No subordinates report to this position.

As a trainee, the incumbent is involved in the field inspection or inspection supervision of various construction projects. These projects involve material inspection and testing, surveying, resurfacing, and new highway construction projects. Each project involves daily written documentation. Due to the unique nature of each construction project, technical understanding of the construction plans is necessary.

Typical problems faced by the incumbent are technical in nature. These include quantity checks of materials used on construction projects where materials are paid for separately. Technical skills are also needed for in-field interpretation of highway construction plans to ensure that quality inspections and documentation are performed on various types of construction projects. These projects include resurfacing, new highway construction, material inspection, earthwork, and drainage construction. The greatest challenge is to ensure that the assigned construction projects on-site inspection and documentation are accurate and timely, while maintaining harmonious relations with the contractor's personnel.

This position will personally inspect earthwork, hot-mix asphalt resurfacing, new highway construction projects, grading sections, drainage construction, bridge construction, hot-mix asphalt proportioning, and may be a member of a survey or paving crew. The incumbent also is responsible for cross section plotting, computations, note keeping, and documentation of all assigned projects. S/He may also do general studies and plans work in the winter months.

The incumbent's latitude in decision making is guided by plans, Supplemental Specifications and Recurring Special Provisions. S/He has some freedom in making the field decisions on certain construction problems within the limitations of the incumbent's engineering background. Instances where interpretation is unclear are referred to the Resident Engineer or Resident Technician. This position is constrained by departmental rules and regulations.

Primary contacts are with contractor personnel. Also, there may be limited contact with property owners, utility companies, and the public. The incumbent may be required to work overtime, travel some distance to the job site, or be required to stay overnight.

The effectiveness of this position can be measured by the thoroughness of the inspections performed and the accuracy, professionalism, and neatness of required documentation.

Principal Accountabilities

1. Ensures accurate and thorough inspection and documentation of assigned construction projects.
2. Performs general studies and plans work during the winter months.
3. Maintains harmonious working relationships with contractors, property owners, utility companies, and the public.
4. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
5. Performs other duties as assigned.

Qualifications

Position Requirements

- Education/Experience:
 - Completion of a bachelor's degree in engineering from an ABET accredited college OR a master's degree in engineering OR a current Engineer Intern License in the state of Illinois
 - includes those expecting to graduate in fall 2021 or spring 2022
 - Minimum 2.5 cumulative GPA in engineering related courses (If GPA is between a 2.0-2.5, candidate must have passed Fundamentals of Engineering Exam.)
- Valid driver's license

- Travel with overnight stays
- Overtime

Position Desirables

- Working knowledge of the routine practices of civil engineering
- Basic skill in the use of engineering field and office instruments
- Ability to make relatively difficult technical computations and estimates
- Strong oral and written communication skills

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

Work Location: Springfield - 126 E Ash St

Office: Office of Highways Project Implementation/Region 4/District 6/Project Implementation

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.