

# Job Title: CIVIL ENGINEER TRAINEE - INSPECTION ENGINEER TRAINEE - IPR#45310

Agency: Department of Transportation

Closing Date/Time: 09/27/2021

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

Job Type: Salaried Full Time

County: Jackson

Number of Vacancies: 2

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.

Please indicate IPR#45310 on the Technical Application PM1080.

## **Agency Mission Statement**

The Illinois Department of Transportation is seeking to hire Inspection Engineer Trainees.

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 assisting in the layout, inspection and documentation required on various highway improvement projects in a training capacity.

This position reports to a Resident Engineer, but based on staffing levels and operational needs, may report to a Resident Technician and/or Senior Resident Engineer. There are no subordinate reporting positions.

This position trains to provide necessary layout and inspection required on highway improvement

construction projects. This position operates within an environment of recognizing quality improvements in accordance with plans, specifications and special provisions.

Typical problems faced by the incumbent are in the interpretation of the plans and specifications while inspecting the contractor's work. The greatest challenge is to balance the application of highway engineering principles to field conditions.

The functions performed by the incumbent include operating surveying equipment, inspecting the contractor's operations involved in road and bridge construction, providing the necessary reports and documentation for pay items, reducing survey notes, computing quantities, operating engineering software and assisting the Resident Engineer on specific construction problems. He/She also performs in the capacity of the Resident Engineer on small and uncomplicated construction contracts. The incumbent is governed by the plans, specifications and department policies. He/She refers major problems or plan changes to the Resident Engineer. He/She can accept or reject materials on the basis of visual or field tests and helps to ensure that all materials have been properly inspected prior to being incorporated into the project.

The incumbent has contact with Resident Engineers, Supervising Field Engineers and personnel from the district Bureau of Materials, as well as with contractors and the public. This position requires extensive travel with some overnight stays and overtime. Shift schedule changes may be required to work overnight shifts based on contractor's schedule. The position requires the ability to work in confined spaces, climb steep terrain, wade in water, and deal with animals, insects, rodents and snakes; perform physically demanding outdoor work in a variety of conditions including, but not limited to, inclement weather (hot, cold, wet, windy, muddy), active construction sites and roadways open to traffic.

The effectiveness of this position will be measured by the timeliness and accuracy of layout, inspection and documentation provided by the incumbent to the Resident Engineer.

### **Principal Accountabilities**

1. Provides accurate and timely layouts, measurements, computation and documentation of contract items.
2. Assists the Resident Engineer in construction supervision and informs him/her of any construction problems encountered or changes made.
3. Ensures that items inspected are in accordance with the specifications.
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 of 2.5 cumulative GPA in engineering related courses. If 2.0-2.5 GPA, must have passed Fundamentals of Engineering exam
- Valid driver's license
- Extensive travel with some overnight stays; overtime
- Ability to work in confined spaces, climb steep terrain, wade in water, and deal with animals, insects, rodents and snakes; perform physically demanding outdoor work in a variety of conditions including, but not limited to, inclement weather (hot, cold, wet, windy, muddy), active construction sites and roadways open to traffic
- Shift schedule changes may be required to work overnight shifts based on contractor's schedule
- Entry-level position that is part of a rotation program; final assignment will be based on operational needs

#### Position Desirables

- Strong oral and written communication skills

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

Work Location: Carbondale - 2801 W Murphysboro Rd

Office: Office of Highways Project Implementation/Region 5/District 9/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.