

Job Title: CIVIL ENGINEER V - FIELD ENGINEER - IPR#44802

Agency: Department of Transportation

Closing Date/Time: 12/02/2021

Salary: \$6,445 - \$10,210 Monthly

Job Type: Salaried Full Time

County: Effingham

Number of Vacancies: 1

Plan/BU: NR916

***This position is covered by the Revolving Door Prohibition Policy.**

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 a Field Engineer.

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 approving local agency proposals for expenditure of Motor Fuel Tax (MFT), Township Bridge Program (TBP), state and Statewide Transportation Plan (STP) - Federal Funds; for approving final plans, specifications, and estimates for these projects; and for final inspection of completed projects to assure compliance with federal and state statutes and guidelines.

This position reports to the Local Roads and Streets Engineer. No subordinates report directly to this position; however, the Field Engineer provides extensive supervision of local agency projects and expenditures and control of funds.

This is the primary position which accomplishes the state's responsibilities to administer the local agencies' use of federal, state and Motor Fuel Tax (MFT) transportation funds. The incumbent carries out these responsibilities in environments varying from urban to very rural. This position is unique in that all the incumbent's responsibilities must be accomplished through agencies outside the control of the Illinois Department of Transportation.

Typical problems include accomplishing responsibilities with activities and personnel not under his/her

direct supervision; motivating local agencies to provide maximum transportation services and keeping technically and professionally qualified in highway functional areas from project inception to project close out. The greatest challenge to this position is to get local agency projects initiated and completed in a timely and efficient manner, and in compliance with federal and state guidelines.

The incumbent personally authorizes expenditures of funds for projects; coordinates clearinghouse sign offs and environmental assessments; approves plans, specifications, and estimates for construction and maintenance programs; determines design criteria, eligibility and funding for projects with local officials; approves engineering agreements, and maintenance programs; provides general supervision of construction and maintenance projects including traffic control; attends required public hearings; attends all MFT and Township Bridge Program lettings to monitor proceedings; and approves contracts, material acceptances, authorizations to change contracts, final pay estimates, and final financial reports and assists in National Bridge Inspection System (NBIS) compliance. Additionally, the position conducts final inspection of completed projects and periodic maintenance inspections; investigates and resolves complaints; and causes discrepancies in expenditure of funds to be corrected. It is the approval authority on MFT audits. For Disaster Relief Funds, the incumbent conducts field inspections, prepares estimates, conducts final inspections and approves final claims.

(Job Responsibilities continued)

The incumbent exercises considerable independent judgment in carrying out his/her duties. He/she operates within the wide parameters of the Administrative Policies Manual; the Federal Aid Procedures for Local Highway Improvements; The Standard Specifications; the Illinois Highway Code; and other statutes involving local agencies as they affect transportation projects.

The incumbent coordinates his/her activities with other affected agencies and, in doing this, has frequent contact with Federal Highway Administration (FHWA), the Illinois Commerce Commission, Railroads, Division of Highways and Water Resources, all district bureaus, Departments of Natural Resources and Agriculture, utility companies, consulting engineers, contractors and the public. The incumbent attends local governmental meetings to instruct and advise local officials in MFT laws and procedures.

The effectiveness of this position can be measured by the accomplishment of the local programs within his/her area of jurisdiction, by local compliance with federal and state guidelines; by his/her ability to maintain harmonious relationships with local agencies which help produce results; and by the effectiveness with which local agencies use available federal, state and MFT funds.

Principal Accountabilities

1. Approves local agencies' proposals for expenditure of MFT, TBP, state and STP - Federal Funds.
2. Approves plans, specifications, and estimates for local agency construction projects involving MFT, TBP, state and STP - Federal Funds.
3. Serves as primary agent to carry out state transportation responsibilities with local agencies.
4. Assures proper control and expenditures of MFT, TBP, state and STP - Federal Funds.
5. Maintains technical and professional competence in highway functional areas from project inception to close out.
6. Assures local agency compliance with state and federal guidelines.
7. Promotes safety throughout local agency projects.
8. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
9. Performs other duties as assigned.

Qualifications

Position Requirements

- Current registration as a Licensed Professional Engineer in the state of Illinois
- Five years of experience in civil engineering
- Valid driver's license

Position Desirables

- Supervisory experience
- Extensive knowledge of the principles and practices of civil engineering
- Extensive knowledge of modern methods and techniques as applied to the design, construction and maintenance of public works
- Ability to direct the work of other engineers, mechanics, equipment operators, and laborers
- Ability to supervise the preparation of complete engineering plans and specifications
- Ability to develop and maintain cooperative relationships with departmental staff
- Good oral and written communication skills

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

Work Location: 400 W Wabash Ave Effingham, IL 62401-2670

Office: Office of Highways Project Implementation/Region 4/District 7/Project Implementation

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.