

**Civil Engineer IV (1 Position)  
Senior Resident Engineer**

<b>IPR Number:</b>	<b>43734</b>	<b>Union Position:</b>	<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>Position Number:</b>	<b>PW114-23-53-201-10-01</b>	<b>Shift:</b>	<b>8:00 am – 4:30 pm</b>
<b>Opening Date:</b>	<b>August 28, 2019</b>		<b>Monday – Friday</b>
<b>Closing Date:</b>	<b>September 11, 2019</b>	<b>Salary:</b>	<b>\$5,800 – \$7,515*</b>

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**Office/Central Bureau/District/Work Address:**

Office of Highways Project Implementation / Bureau of Project Implementation / Region Two / District Three / 700 East Norris Drive, Ottawa, Illinois

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**Position Purpose:**

This position is accountable for the supervision of all field activities involved in the construction of one highly complex project or multiple related projects in a highway district.

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**Qualifications:**

**Position Requirements:**

- Current registration as a Licensed Professional Engineer in the state of Illinois
- Five years of experience in civil engineering of which three years should be in highway engineering
- Valid driver's license
- Occasional districtwide travel

**Position Desirables:**

- Strong oral and written communication skills

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**How to Apply/Remarks:**

Technical Applications PM1080 (rev 8/23/19) 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](mailto:DOT.CO.BPM.EmploymentApplications@Illinois.gov) by 4:30 pm on the closing date listed above. Applications will not be accepted after this date and time. The previous application form revised 6/1/17, will be accepted until 4:30 pm on October 23, 2019.

**Agency Contact:** Bureau of Personnel Management, 217/782-5594

To be considered for a permanent position within IDOT, you must either be a US citizen or a non-citizen with permanent work authorization.

Only education/coursework and experience listed within the application will be considered for determining eligibility for this position.

A copy of each applicant's ACTIVE Illinois Professional Engineer License must accompany application for this position.

This position is subject to the Revolving Door Policy.

Please be advised that if a high volume of applications is received, the applications may be screened to establish a smaller pool of applicants for interview. The screening will be based on the information contained in the application.

Applicants will be notified in writing to schedule interviews.

\*Individual salary offers are computed based on an applicant's current position and experience level in comparison to the posted title as well as internal equity of staff in the organizational unit.

**ILLINOIS DEPARTMENT OF TRANSPORTATION  
POSITION DESCRIPTION**

<b>DATE:</b>	January 7, 2019	<b>WORKING TITLE:</b>	Senior Resident Engineer
<b>POSITION CLASSIFICATION:</b>	Civil Engineer IV	<b>OFFICE/BUREAU:</b>	OHPI/Project Implementation
<b>POSITION NUMBER:</b>	PW114-23-53-201-10-01	<b>REGION/DISTRICT:</b>	Region 2/District 3

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***Position Purpose***

This position is accountable for the supervision of all field activities involved in the construction of one highly complex project or multiple related projects in a highway district.

***Dimensions***

Subordinate Personnel: 2-3 Engineers and 4-10 Technicians  
Contract Value: 4-30+ million dollars

***Nature and Scope***

This position reports to the Area Supervising Field Engineer. Reporting to this position are Assistant Resident Engineers, Inspector/Assistant Resident Engineers, Resident Technician/Inspectors, and Inspectors.

This position is accountable for the supervision of all field engineering and inspection functions involved in highway construction projects. These entail highly complex structures involving new technology or engineering design; major projects in urban areas; or a series of interconnected or interrelated sections involving mainline pavements, structures, and interchanges. The position must supervise projects that involve new construction techniques, which requires a high degree of engineering knowledge and practical experience in construction procedures. Projects involve numerous contractors and subcontractors who must be monitored for schedules, workmanship, and performance. The position's responsibilities include verifying that the contractor complies with all provisions of the contract plans, special provisions, and specifications. The incumbent oversees that the construction work is performed with the least possible change in the aesthetic nature of the environment, and ensures that the contractor performs work in accordance with plans and specifications to maximize the effectiveness of the use of taxpayer dollars in the highway system.

Typical problems of the position are to obtain contractor compliance in adhering to the provisions of the contract; traffic control; layout and staking; drainage complaints; personnel and equipment assignment; public relations; plan changes; and handling unexpected construction changes. The greatest challenge of the position is to obtain total compliance from the contractor with the plans and specifications of the contract in order to obtain a high quality completed job without unnecessary cost overruns and/or delays.

The incumbent provides engineering guidance in the form of surveying and inspection; develops and approves new construction techniques, assists contractors by suggesting technical solutions and assures contract compliance by inspections and project monitoring; trains entry level engineers in departmental and sound engineering practices, maintains effective communications with contractor, job superintendent, subordinate personnel, local property owners, and local public officials. Anticipates and/or resolves complaints and project design problems, monitors and maintains project records, coordinates work by utility companies and monitors job safety and traffic control. The incumbent coordinates multiple projects to ensure scheduling and to resolve differences between the various contractors. The incumbent is responsible for directing and overseeing the

layout and staking, drainage complaints, assigning personnel and equipment, public relations, plan changes, and handling unexpected construction problems.

The incumbent accomplishes accountabilities through the following staff: Assistant Resident Engineers, Inspector/Assistant Resident Engineers, Resident Technician/Inspectors, and Inspectors who perform layout work, inspection and testing, proportioning, computations, and prepare reports.

The incumbent has wide latitude in supervising the project; however, design changes, personnel problems, major construction problems and inquiries from attorneys or insurance companies are referred to a supervisor for assistance. The position recommends subordinates for promotion and salary changes. He/She is governed by the Standard Specifications for Road and Bridge Construction, Construction Field Manual, construction memorandums, specific contract documents, contract plans and district and departmental policies.

Significant contacts within the department are: The materials section regarding materials inspection and proportioning; the district's Bureau of Operations regarding traffic control; and the district's Bureau of Program Development regarding utility adjustments and plan changes. Significant outside contacts are: contractors regarding contract compliance; property owners regarding complaints; and utility companies regarding utility adjustments. Travel occurs throughout assigned construction sites daily.

The performance of the incumbent is measured by his/her ability to supervise highly complex projects and to motivate the contractor in such a manner as to monitor costs and maintain schedules while minimizing adverse effects to the traveling public and local property owners.

**Principal Accountabilities**

1. Monitors assigned construction projects daily to ensure contract compliance by the contractor.
2. Coordinates multiple projects so that schedules are met.
3. Resolves complaints promptly from private citizens and local government agencies regarding project inconveniences.
4. Ensures usage of proper traffic controls by contractors.
5. Maintains adequate project records.
6. Supervises, trains, and motivates subordinate personnel.
7. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
8. Performs other duties as assigned.

**Subordinates of this position** (if applicable, list subordinate information in the chart below)

Position Classification	Position Number	Working Title	Authorized Identical
Civil Engineer II	PW112-23-53-201-10-01	Assistant Resident Engineer	21
Civil Engineer I	PW111-23-53-201-10-01	Inspector/Assistant Resident Engineer	28
Engineering Technician III	PW013-23-53-201-10-01	Resident Technician/Inspector	52
Engineering Technician II	PW012-23-53-201-10-01	Inspector	35

Engineering Technician I	PW011-23-53-201-10-01	Inspector	35
Engineering Technician I	PW011-23-53-201-10-44	Seasonal Engineering Technician Intern	18
Technical Trainee	PW010-23-53-201-10-44	Seasonal Technician Trainee Intern	1

**Supervisor of this position**

Immediate Supervisor Position Classification: Civil Engineer V

Working Title: Area Supervising Field Engineer

Position Number: PW115-23-53-201-10-01

**Position Requirements**


- Current registration as a Licensed Professional Engineer in the state of Illinois
- Five years of experience in civil engineering of which three years should be in highway engineering
- Valid driver's license
- Occasional districtwide travel

**Position Desirables**

- Strong oral and written communication skills

**Agency Approvals**

  
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Bureau Chief of Personnel Management

  
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Secretary, Department of Transportation  
By: 