

Job Title: CIVIL ENGINEER TRAINEE - INSPECTOR/ASSISTANT RESIDENT ENGINEER TRAINEE - IPR#45341

Agency: Department of Transportation

Closing Date/Time: 11/29/2021

Salary: \$4365-\$4785 monthly

Job Type: Salaried Full Time

County: Peoria

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#45341 on the Technical Application PM1080.

Agency Mission Statement

The Illinois Department of Transportation is seeking to hire a Inspector/Assistant Resident Engineer Trainee. 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, inspections, and documentation required on various highway improvement construction projects.

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

This position assists in providing the contractor with the necessary layout and inspection required on highway improvement construction projects. This position operates within an environment of ensuring that the contractor provides a quality improvement in a timely manner in accordance with plans, specifications, and special provisions. This position rotates to other bureaus within the district as part of the rotational training program.

Typical problems faced by the incumbent are the interpretation of the plans and specifications while inspecting

and directing the contractor's personnel in compliance with the specifications. The greatest challenge is to balance the application of civil engineering principles to field conditions.

The incumbent acts as an instrument person on the survey party; inspects construction operations such as earthwork, drainage, asphalt, or concrete pavements, concrete, steel, and other miscellaneous items involved in road and bridge construction; provides reports and documentation for pay items; reduces survey notes; computes quantities; checks computations of others; and assists the Senior Resident Engineer on specific construction problems. This position will complete other tasks as assigned which fall within the scope of these duties.

The incumbent is governed by the plans and specifications of the project. The incumbent refers major problems or necessary plan changes to the Senior Resident Engineer. The incumbent accepts or rejects materials incorporated in the project on the basis of visual or field tests and ensures that all material has been inspected prior to being incorporated into the project.

The incumbent has contacts with resident engineers, project engineers, and personnel from the district's Materials Section as well as with contractors and the general public. This position requires districtwide travel.

The effectiveness of this position will be measured by the timeliness and accuracy of layout, inspection, and reports provided by the incumbent.

Principal Accountabilities

1. Provides accurate measurement, computation, and documentation of contract items.
2. Keeps Senior Resident Engineer informed of any construction problems encountered or deviations made.
3. Ensures that the items inspected are in accordance with the specifications.
4. Provides accurate and timely layouts.
5. Rotates to other bureaus within the district as part of the rotational training program.
6. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
7. Performs other duties as assigned.

Qualifications

Position Requirements

- Completion of a bachelor's or master'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. (Note: Those applying with only a degree must have a minimum of 2.5 cumulative GPA in engineering related courses. If 2.0-2.5 GPA, applicants must have passed the Fundamentals of Engineering exam.)
 - includes those expecting to graduate in fall 2021 or spring 2022
- Valid driver's license
- District-wide travel

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: Peoria - 401 Main St

Office: Office of Highways Project Implementation, Region 3/District 4/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.