

# Job Title: CIVIL ENGINEER IX - REGION 5 ENGINEER - IPR#45385

**Agency:** Department of Transportation

**Closing Date/Time:** 09/28/2021

**Salary:** \$8,910 - \$12,485 Monthly

**Job Type:** Salaried Full Time

**County:** Madison

**Number of Vacancies:** 1

**Plan/BU:** Non-Union / At-Will Position

**\*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](http://www.work.illinois.gov). Please direct any questions to the Agency Contact listed below.

\*\*\*\*\***A RESUME IS REQUIRED FOR THIS JOB POSTING**\*\*\*\*\*

Please attach a **DETAILED** Resume/Curriculum Vitae (CV) to the **MY DOCUMENTS** section of your application.

## **Agency Mission Statement**

The Illinois Department of Transportation is seeking to hire the Region 5 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 directs the administration, program development, construction, land acquisition, materials inspection, quality control, traffic and maintenance operations of the state-controlled highway facilities in a region comprised of Districts 8 and 9 which are two geographically separate districts.

This position reports to the Director of Highways Project Implementation. Reporting to this position are the District 8 and 9 Engineers of Program Development, Project Implementation, and Operations; Administrative Managers, Assistant Regional Engineers and Contract Compliance Officers.

The state of Illinois is divided into nine geographic areas with each district being responsible for all highway activities performed in the specified area. This position directs the administration of two such districts. As a result, an unusually high degree of control, coordination, and cooperation is required to accomplish district construction improvement programs as well as traffic and maintenance operations. This position establishes goals and priorities for the two districts and directs their internal and external implementation to ensure goals are met in the most efficient and cost-effective manner. Decisions of both a technical and administrative nature made by the incumbent have major political, economic, and physical impacts upon the populace of the districts.

Typical problems faced by the incumbent are delineating and justifying to legislators, local government agencies and private interest groups the priority assessment of various improvement projects in the districts, and the resolution of unusual issues with the districts' contractors and consultants as well as management staff. The major challenges to this position are the comprehension of highway needs, the structuring of plans appropriate to those needs in terms of overall visibility and the justification of such plans to the Director of Highways Project Implementation, the state administration, and the

public. An additional challenge is the development and maintenance of positive and responsive leadership in directing staff in accomplishing these activities and objectives.

### **(Job Responsibilities continued)**

The incumbent personally sets the goals for each district's major organizational units and sets policy in areas not covered by departmental or district policy. S/He designs and implements policies, procedures and programs that will improve the utilization of the regional resources. The incumbent reviews results and directs revisions toward further improvement of their effectiveness and efficiency. In so doing, s/he communicates freely with all interested public and private agencies thereby ensuring open understanding. This position sets the tone for and approves the districts' recommendation on highway improvement programs, budgetary plans, and capital expenditures. The incumbent plans, directs, implements, and continually evaluates programs to improve the management process, manpower utilization, staff quality, and processes and procedures to accomplish departmental and district objectives. S/He establishes and maintains responsible and effective relationships with departmental offices and divisions, state and federal agencies, legislators, local governmental agencies, contractors, consultants, the news media, private agencies, and the interested public.

The incumbent accomplishes accountabilities through the following staff in each district office:

Assistant Region 5 Engineers who serve as primary staff advisors and participate with the Region 5 Engineer in coordinating the daily activities of eight district bureaus engaged in administrative, program development, project implementation and operations functions in a twenty-seven-county area of the state.

Program Development Engineers who, with a staff, direct the urban planning, traffic engineering, access and utility permits, location and environmental studies, and program development functions; prepare contract plans and documents for highway improvements; and acquire the necessary land and property rights required for the districts' transportation systems.

Project Implementation Engineers who, with a staff, supervise all construction contracts; perform material quality control in soils, asphalt, and concrete mixtures; oversee the local agency program development and implementation; and oversee the inspection, maintenance, and repairs to the bridges and sign structures within the districts.

Operations Engineers who, with a staff, coordinate all activities for the preservation and maintenance of the state highway system and administer programs for the operation and maintenance of traffic control devices to ensure safe and efficient operation of the districts' highways.

Administrative Managers who, with a staff, plan and execute administrative and business functions necessary for the proper functioning of the districts.

Contract Compliance Officers who, with a staff, administer and implement the Equal Employment Opportunity (EEO), Labor Compliance and the Disadvantaged Business Enterprise (DBE) Program policies and provisions on all district contracts, especially where federal funds are involved.

### **(Job Responsibilities continued)**

The incumbent is expected to exercise broad engineering and management competence and is given wide latitude for independent action and judgment and freedom to act in setting priorities within the district. S/He changes schedules and manpower utilization to meet deadlines. This position reviews and approves work schedules, budgets, manpower utilization, and objectives as well as evaluates district performance. The incumbent keeps the Director of Highways Project Implementation apprised of all current and proposed highway plans, personnel strength, capital appropriations, and any legislative action that might be appropriately sought. S/He evaluates subordinate staff, recommends classification changes, salary adjustments, and other personnel actions within district and departmental guidelines.

The incumbent acts in a liaison capacity between the districts and the counterpart departments in the city and county governments. Additionally, s/he maintains contact with transportation officials from states surrounding Illinois. This position provides liaison assistance and communication with the departmental offices/division, state/federal agencies, legislators, local governmental agencies, contractors, consultants, the news media, private agencies, and the interested public. S/He serves as the districts' representative on a number of local

committees whose principal objective is to study and evaluate the transportation needs of the urban and urbanized areas; and is periodically an active member of various departmental task forces. The effectiveness of this position is measured by the successful implementation of the highway programs that have been approved for the districts; by maintaining and operating an efficient and economical highway system; by providing satisfactory liaison and communication through an effective information program; by the ability to meet the objectives as established by the department; and by the ability to provide leadership and motivation to the district staff.

### **Principal Accountabilities**

1. Plans, organizes, directs, and controls the regional activities to ensure efficient and cost-effective operations.
2. Facilitates cooperation among all organizational areas in the region and central office through the establishment and maintenance of cordial, productive, and supportive relationships. Reconciles divergent viewpoints on specific issues.
3. Directs the construction and operation of highways in the region in an efficient and cost-effective manner, giving due regard to ecological considerations with optimum utilization and available funds.
4. Executes regional programs to ensure attainment of departmental objectives.
5. Provides the Director of Highways Project Implementation with information and recommendations of regional highway needs to ensure proper evaluation, priority assessment and allocation of improvement funds.
6. Ensures that all programs and projects are completed with absolute job quality to develop a positive image of the Department of Transportation by providing the public with effective highway improvements.
7. Designs and implements policies, procedures, and programs that improve utilization of regional resources. Reviews results and directs revisions toward further improvement of their effectiveness and efficiency.
8. Performs duties in compliance with department 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

- Education/Experience:
  - Current registration as a Licensed Professional Engineer in the state of Illinois
  - Twelve years of experience in civil engineering including seven years supervising staff and managing engineering functions
- Valid driver's license
- Considerable travel with possible overnight stays
- Must be available 24 hours per day, 7 days per week

#### Position Desirables

- Comprehensive knowledge of the laws controlling the activities administered
- Comprehensive knowledge of the modern methods and practices of public works construction and maintenance operations
- Ability to initiate, coordinate and direct large scale engineering programs or research and planning activities of a difficult technical nature
- Ability to promote, establish and maintain harmonious relationships with staff and the public
- Strong oral and written communications skills

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

**Work Location:** 1102 Eastport Plaza Dr Collinsville, IL 62234-6102

**Office:** Office of Highways Project Implementation/Region 5/District 8

**Agency Contact:** DOT.CO.BPM.EmploymentApplications@Illinois.gov

**Job Function:** Transportation