

Job Title: CIVIL ENGINEER V - MAINTENANCE FIELD ENGINEER - IPR#46018

Agency : Department of Transportation

Closing Date/Time: 12/16/2022

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

Job Type: Salaried Full Time

County: Edgar

Number of Vacancies: 2

Plan/BU: NR916 - Protech Teamsters

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

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 the illinois.jobs2web.com website. State of Illinois employees should click the link near the top left to apply through the **SuccessFactors employee career portal.**

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 Maintenance Field Engineers.

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.

The department offers extensive training and career advancement opportunities. Employees also receive a robust benefit package including:

- Monday-Friday work schedule
- Flexible work schedules are available in many program areas.
- Health, Life, Vision, and Dental Insurance
- Pension Plan
- (10) Weeks paid Maternity/Paternity Leave
- Deferred Compensation Program and other pre-tax benefit programs (Medical/Daycare)
- Employees earn (12) paid Sick Days annually.
- New Employees earn (10) paid Vacation Days their first year of service and can earn up to (25) paid Vacation Days annually.
- Employees earn (3) paid Personal Days annually.
- (13-14) paid holidays annually (based on start date)
- Tuition Reimbursement

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 responsible for planning, coordinating, and controlling the maintenance activities in an assigned geographical area of the district.

Staff: Direct: Up to 7, Indirect: 85-200

Mileage Maintained: 2,000 Land Miles

Number of Counties: 3-5

Annual Payroll: \$5,000,000 to \$6,000,000

Annual Budget: \$2,000,000 to \$2,500,000

This position reports to the Operations Engineer. Reporting to this position are up to seven (7) Maintenance Operations Supervisors.

The incumbent has the primary responsibility for maintaining the roadway system within the assigned counties. In this capacity, the incumbent deals with both the administrative functions and technical aspects of highway maintenance. The incumbent manages the operating budget and manpower to guarantee optimal allocation and scheduling of resources, as well as oversees right-of-way and road surface maintenance. The road maintenance is often complicated by inclement weather and in order to keep the road open to the traveling public, the incumbent is on emergency call 24 hours per day, 7 days per week, 52 weeks per year.

Problems faced by the incumbent are both technical and managerial in nature. These include making decisions regarding maintenance techniques, work priorities, training, motivating, and evaluating staff members and communicating with the general public regarding maintenance subjects. The greatest challenges the incumbent will face will be to maintain a safe mode of transportation to the motoring public within budgetary limitations and to motivate a large and widely dispersed staff through guidance and effective decision making.

The incumbent personally establishes priorities and determines needs within a designated area and establishes work schedules to accomplish the physical upkeep of State highways. The incumbent supervises the preparation of reports regarding the bureau's budget, manpower, material, equipment, miscellaneous construction contracts and routine and emergency maintenance activities within assigned counties.

Through periodic observation and inspection, the incumbent directs personnel in snow removal, road repair, right-of-way mowing, and various other maintenance duties. The incumbent investigates and resolves major complaints from the motoring public, represents the department with local agencies and utilities, and reviews and approves construction work performed under Department of Transportation permits and Day Labor contracts. In addition, the incumbent coordinates the daily operations within the field area in such a manner that the total area requirements are met.

(Job Responsibilities continued)

In performing the functions of this position, the incumbent supervises up to seven (7) Maintenance Operations Supervisors, who with a staff of skilled and unskilled workers perform the daily maintenance activities within their respective team sections.

The incumbent has the authority to establish daily activities, allocate and resolve budgetary needs, determine material and equipment usage within a designated area, resolve citizen complaints and authorize and supervise the distribution of equipment and commodities throughout assigned sectors. In making decisions involved in the position, the incumbent is guided by Standard Specifications for Road and Bridge Construction, Illinois Department of Transportation policies, Federal Highway Administration (FHWA) policies, various other specifications and by the provisions of the union contract. However, many of the maintenance problems faced by the incumbent are not covered by standards or policies and often require unique creative solutions. The incumbent has some latitude involving program planning, employee counseling and evaluations, and makes recommendations regarding staff disciplinary actions. Problems beyond the authority of the incumbent such as complex maintenance techniques, highly sensitive citizen complaints and/or requests will be referred to the Operations Engineer along with recommendations.

Within the department, the incumbent confers with all district bureaus and the central Bureau of Operations.

External communications are with the city, county, and State Police, city and county officials, property owners, and the traveling public. District-wide travel and overtime is required. This position is on emergency call 24 hours per day, 7 days per week, 52 weeks per year.

The effectiveness of this position can be measured by the condition and general appearance of the pavement and right-of-way, as well as timely completion of emergency maintenance. Staff conduct, operational safety, and work habits also reflect upon the incumbent's performance.

Principal Accountabilities

1. Plans, organizes, directs and controls all normal and emergency maintenance activities within assigned area to provide a safe and usable highway system.
2. Investigates and meets with local residents and officials regarding complaints, access permits, and right-of-way problems.
3. Periodically inspects construction work performed under permit and by Day Labor to ensure projects reflect approved departmental standards.
4. Assigns, trains, motivates and evaluates staff and provides guidance.
5. Manages the operating budget for the assigned field area.
6. Manages equipment utilization and needs.
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.

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
- District-wide travel
- Must be available 24 hours per day, 7 days per week, 52 weeks per year, and may be required to work extensive periods of overtime

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 supervise the preparation of complete engineering plans and specifications
- Ability to direct the work of other engineers, mechanics, equipment operators, and laborers
- Ability to develop and maintain cooperative relationships with departmental staff
- Ability to plan, organize, and establish priorities
- Strong oral and written communication skills

Work Hours: 8:00 A.M. - 4:30 P.M. Monday-Friday

Work Location: 13473 Il Highway 133 Paris, IL 61944-6731

Office: Office of Highways Project Implementation/Region 3/District 5/Bureau of Operations

Agency Contact: DOT.CONTACTHR@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 Illinois.jobs2web.com homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the Illinois.jobs2web.com 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 and review the [Internal Candidate Application Job Aid](#)

Non-State employees: on Illinois.jobs2web.com – click "Application Procedures" in the footer of every page of the website.

The main form of communication will be through email. Please check your "junk mail", "spam", or "other" folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com