



Becky Koehler

**Engineering Technician I (2 Positions)
Junior Construction Inspection Technician**

IPR Number:	44655	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW011-23-56-201-10-01	Shift:	8:00 am – 4:30 pm Monday – Friday
Opening Date:	October 1, 2020		
Closing Date:	October 30, 2020	Salary:	\$2,695 – \$4,735 *

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation / Bureau of Project Implementation / Region 4 District 6 / 126 E Ash St.
Springfield, Illinois

Position Purpose:

This position is accountable for the inspection and documentation of highway improvements. This position may be assigned to a rotation program and/or may be assigned to various sections or bureaus in the district during the winter months.

Qualifications:

Position Requirements:

- Education/Experience:
 - Completion of two years of college in civil engineering technology, pre-engineering or a job related technical/science curriculum **OR**
 - Two years of engineering experience
- Valid driver's license
- Districtwide travel with occasional overnight stays
- Overtime
- Ability to work outdoors in a variety of conditions including active construction sites

Position Desirables:

- Ability to communicate effectively and follow oral and written instructions
- Basic skill in the use of engineering field and office instruments
- Working knowledge of math to include trigonometry
- Working knowledge of Microsoft Excel and Word
- Knowledge of roadway construction and reading design plans and specifications

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 by 4:30 pm on the closing date listed above. Applications will not be accepted after this date and time.

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.

Applicants may submit college transcripts for completed coursework.

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 qualifications and experience relative to the posted title as well as internal equity of staff in the organizational unit.

**ILLINOIS DEPARTMENT OF TRANSPORTATION
POSITION DESCRIPTION**

DATE:	October 16, 2019	WORKING TITLE:	Junior Construction Inspection Technician
POSITION CLASSIFICATION:	Engineering Technician I	OFFICE/BUREAU:	Office of Highways Project Implementation / Bureau of Project Implementation
POSITION NUMBER:	PW011-23-56-201-10-01	REGION/DISTRICT:	Region 4/ District 6

Position Purpose

This position is accountable for the inspection and documentation of highway improvements. This position may be assigned to a rotation program and/or may be assigned to various sections or bureaus in the district during the winter months.

Dimensions

Number of Projects: 1 to 3, 1-10 miles in length

Nature and Scope

This position reports to the Resident Engineer. No subordinates report to this position.

This position is involved in the inspection and documentation of all types of construction projects. These projects include new construction as well as widening and resurfacing projects. The incumbent is involved in all phases of the projects from construction surveying to material inspection and documentation.

The position may be enrolled in a rotation program and may be assigned to various sections or bureaus in the district. These responsibilities may involve performing various assigned duties within the district sections of Programming, Studies and Plans, Project Support, Land Acquisition, Construction, Materials, Local Roads, Maintenance, Bridges, and Traffic.

Typical problems faced by the incumbent are primarily technical in nature but occasionally may require the incumbent to serve as party chief. Technical skills are required for the in-field interpretation of road and highway plans as they relate to the actual in-field situations. These skills are used to compute quantities of materials used and to perform construction surveys and inspections. The greatest challenge of this position is to ensure an accurate on-site inspection and documentation while at the same time maintaining a harmonious relationship with contractor personnel.

The incumbent personally inspects earthwork, hot-mix asphalt resurfacing, Portland cement concrete paving, and bridge construction. This position also works on a survey crew, plots cross sections, performs computations, and performs documentation on assigned projects.

The incumbent operates within the guidelines of the Plans, Special Provisions and Standard Specifications for Road and Bridge Construction. S/He resolves minor construction problems. Other problems are referred to the Resident Engineer or Resident Technician. This position is constrained by departmental regulations.

The incumbent has contact with contractor personnel and occasionally with the public. S/He may be required to travel a considerable distance to the job site and/or stay away overnight.

The effectiveness of this position can be measured by the thoroughness of the inspections performed and the neatness of required documentation.

Principal Accountabilities

1. Ensures an accurate and thorough inspection and documentation of assigned construction projects.
2. Performs construction surveys and inspections.
3. Performs general design or planning work during winter months.
4. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
5. Performs other duties as assigned.

Subordinates of this position

Position Classification	Position Number	Working Title	Authorized Identical
N/A			

Supervisor of this position

Immediate Supervisor Position Classification: Civil Engineer III

Working Title: Resident Engineer

Position Number: PW113-23-56-201-10-01

Position Requirements

- Education/Experience:
 - Completion of two years of college in civil engineering technology, pre-engineering or a job related technical/science curriculum OR
 - Two years of engineering experience
- Valid driver's license
- District-wide travel with occasional overnight stays
- Overtime
- Ability to work outdoors in a variety of conditions including active construction sites

Position Desirables

- Ability to communicate effectively and follow oral and written instructions
- Basic skill in the use of engineering field and office instruments
- Working knowledge of math to include trigonometry
- Working knowledge of Microsoft Excel and Word
- Knowledge of roadway construction and reading design plans and specifications

Agency Approvals


Bureau Chief of Personnel Management


Secretary, Department of Transportation