Illinois Department of Transportation
2300 South Dirksen Parkway / Springfield, Illinois / 62764

WINTER SEASONAL POSTING
District 3

POSITIONS: **Winter Salaried HIGHWAY MAINTAINER (MONTHLY SNOWBIRD)**

1. Work Schedule: Monday- Friday, 40 hours/week, OT (October 16 – April 15)
2. Salary $4,375.00/month

WHERE: IDOT District 3: Bureau County, DeKalb County, Ford County, Grundy County, Iroquois County, Kankakee County, Kendall County, LaSalle County and Livingston County.

APPLICATION: 2016/2017 Application for Full-Time, Seasonal, Salaried Highway Maintainer (Monthly Snowbirds) (PM2416)

ADDITIONAL REQUIRED DOCUMENTS: In addition to the Application (PM 2416), applicants must also submit the following documents or documentation to IDOT District 3:

(1) Authorization for Release of Criminal History Information (CMS284A);
(2) Self-Disclosure of Criminal History (CMS284B); and
(3) Copy of your CDL showing a Class A or B license with an N or X endorsement. If your CDL is from a state other than Illinois, your classification and endorsement must still equate to an Illinois CDL with a Class A or B license and a N or X endorsement.

The 2016/2017 Application for Full-Time, Seasonal, Salaried Highway Maintainer (Monthly Snowbirds) (PM2416), Authorization for Release of Criminal History Information (CMS284A), and Self-Disclosure of Criminal History (CMS284B) are available at:

(1) IDOT District 3 Office (Personnel: 700 East Norris Dr., Ottawa, IL 61350),
(2) IDOT's Central Office: Personnel (Harry Hanley Building, 2300 South Dirksen Parkway, Room 113, Springfield, IL), OR
(3) IDOT's website online, www.dot.il.gov (Employment tab)

SUBMISSION: All applicants must submit the Application (PM 2416), as well as the additional required documents listed above, to IDOT District 3 via:

(1) MAIL to: Attn: Personnel, 700 East Norris Dr., Ottawa, IL 61350,
(2) FAX to: Attn: Personnel at fax number (815) 433-7073

POSTING DATES: **FROM: September 23, 2016 TO: October 6, 2016**

Diana Taylor

DEADLINE: The Application (PM 2416) and any additional required documents must be received by 4:30 PM on the closing date of this posting. The additional required documents can be submitted to IDOT District 3 separately from the Application (PM 2416), but must still be received by IDOT District 3 by 4:30 PM on the closing date of this posting.

JOB DESCRIPTION:

The Illinois Department of Transportation is posting this job position for Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds). Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) are seasonal, temporary, non-permanent full-time employees who perform the same duties as year-round Highway Maintainers.

Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) perform a variety of tasks related to the maintenance, repair and upkeep of Illinois' roads, bridges and other related structures and features. However, the primary focus of this position is snow control.

Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) operate CDL Class A and B licensed vehicles, including maintenance trucks, tractors, snowplows, salt spreaders, compressors, jackhammers, and other highway equipment for the use of maintaining and snow plowing during the winter season. They also service, wash, and perform minor repairs, such as oil and lubricant changes, of equipment such as trucks, tractors, snowplows, salt spreaders, compressors, graders, and other light highway equipment.

Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) promptly respond to emergency weather situations to inspect roadways and remove hazardous materials and obstacles. Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) perform emergency snow and ice control, by operating snow plows to plow and remove snow, as well as by spreading salt and sand.

Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) perform labor relating to the maintenance of roadsides and right-of-ways, including cutting trees/brush, filling cracks/potholes, removing and disposing of trash, dead animals and debris along the highways.

Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) perform duties relating to the maintenance of roadways, including repairing, replacing and patching concrete bituminous and other road surfaces, as well as cleaning culverts, bridges, storm sewers, gutters, and other drainage facilities.

Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) perform routine housekeeping duties and other tasks associated with the general care of the headquarter's grounds.

This is a union position subject to collective bargaining and fair share dues.

JOB REQUIREMENTS:

Applicants must have the knowledge, skill and mental development equivalent to the completion of eight years of elementary schooling.

Applicants must possess a valid Class 'A' or 'B' Commercial Drivers' License with an 'N' or 'X' endorsement.

Applicants must be able to lift 50 pounds or more, as well as perform other arduous labor intensive duties.

Applicants must be able to report to headquarters as early as practicable, but never in excess of 45 minutes of being called.

Applicants must be available to work on a daily basis from October 16th through April 15th.

Applicants must be able to pass a background check, a pre-employment physical, drug/alcohol testing, and vision testing.

JOB LOCATION:

At this time, IDOT District 3 is only seeking applicants for the counties in IDOT District 3 listed below.

These counties are: Bureau County, DeKalb County, Ford County, Grundy County, Iroquois County, Kankakee County, Kendall County, LaSalle County and Livingston County.

As such, when filling out your Application (2416), please ensure that you select and write in the four (4) counties where you are available to work, with your first preference listed first.

JOB SELECTION:

Applicants will be selected based on availability, job-related experience, and qualifications only.

After all applications and supporting required documentation have been reviewed, qualified applicants will be contacted for an interview. Thereafter, successful applicants will be notified by IDOT District 3 and will be scheduled for required pre-employment physical examinations, vision tests, and drug/alcohol tests.

ALL APPLICANTS ARE SUBJECT TO RANDOM DRUG/ALCOHOL TESTING

No extensions to the above-stated posting dates will be granted. As such, the Application (PM2416) and any additional required documents must be received by 4:30 PM on the closing date of this posting.

If you have any questions about this posting, position, application, required outside documents or hiring process, please contract either:

(1) IDOT District 3: Personnel, 700 East Norris Dr., Ottawa, IL 61350, at (815/434-8590), OR
(2) IDOT Central Office: Personnel, Harry Hanley Building, 2300 South Dirksen Parkway, Room 113, Springfield, IL, at (217/782-5594).

PLEASE NOTE: IDOT WILL NEITHER ACCEPT NOR PROCESS UNSIGNED OR INCOMPLETE APPLICATIONS.