Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

WINTER SEASONAL POSTING
District 3

POSITIONS: **SNOW REMOVAL OPERATOR (HOURLY SNOWBIRD)**

1. As needed, Non-Permanent, Non-Benefit / On-call (October 16 – April 15)
2. Salary ($20.55/hour)
3. No Guarantee or limitation of hours per day

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 Snow Removal Operator (Hourly Snowbirds) (PM2414)

ADDITIONAL REQUIRED DOCUMENTS: In addition to the Application (PM 2414), 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 Snow Removal Operator (Hourly Snowbirds) (PM 2414), Authorization for Release of Criminal History Information (CMS284A), and Self-Disclosure of Criminal History (CMS284B) are available at:

(1) IDOT District offices (see page 3 of Application (PM 2414) for locations),
(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 2414), 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 OR
(2) FAX to: Attn: Personnel at fax number (815) 433-7073

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

Dianna Taylor

DEADLINE: The Application (PM2414) 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 2414), 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 Snow Removal Operator (Hourly Snowbirds). Snow Removal Operators (Hourly Snowbirds) are seasonal, temporary, non-benefit, on-call employees who are utilized primarily for snow-removal operations.

Snow Removal Operators (Hourly Snowbirds) perform a variety of tasks related to the maintenance, repair and upkeep of Illinois' roads, bridges and other related structures and features.

Snow Removal Operators (Hourly Snowbirds) promptly respond to emergency weather situations to inspect roadways and remove hazardous materials and obstacles. Hourlies (Hourly Snowbirds) assist IDOT's full-time highway maintainers in emergency snow and ice control, by operating snow plows to plow and remove snow, as well as by spreading salt and sand.

Snow Removal Operators (Hourly Snowbirds) operate CDL Class A and B licensed vehicles, including maintenance trucks, tractors, snowplows, salt spreaders, compressors, and other highway equipment for the use of maintaining and snow plowing during the winter season.

Snow Removal Operators (Hourly Snowbirds) assist IDOT's full-time highway maintainers in servicing, washing, and performing minor repairs (oil and lubricant changes) of equipment such as trucks, tractors, snowplows, salt spreaders, compressors, graders, and other light highway equipment.

Snow Removal Operators (Hourly Snowbirds) perform routine housekeeping duties and other tasks associated with the general care of the head quarter's grounds.

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 available to work in emergency conditions at any time, including weekends, holidays, and nights.

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 when called up 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 (2414), 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.

Applications that are complete (all questions are answered), and that are accompanied by all additional required documents or documentation, will be scored based on the answers provided on the Application (PM 2414). As such, please provide as much detail on the Application as possible. If asked for examples, list as many examples as possible and applicable. If you need additional space for responses or examples, please attach a separate page.

Interviews will not be conducted for this position.

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 (PM2414) 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.