



**Illinois Department  
of Transportation**

**Notice of Vacancy**

**IPR# 43504**

**DATE: May 3, 2019**

**TITLE: Sign Shop Foreman (Group B)**  
**OFFICE: Region 5 / District 9 / Operations**  
**CONTRACT: AFSCME – RC042**

**BRIEF DESCRIPTION OF DUTIES:** This position serves as a working supervisor and administers the activities of the district Sign Shop. This includes the production, storage, maintenance and installation of signs, pavement markings, traffic signals and highway lighting.

**TRAINING & EXPERIENCE:** Requires knowledge, skill and mental development equivalent to completion of two years of high school; two years' experience in the construction and maintenance of signs; ability to perform arduous labor and a valid driver's license. Prefers knowledge of Traffic Operations and skill in the operation of traffic equipment; strong organizational and computer skills as well as the ability to work well with others and general knowledge of the Illinois Vehicle Code and the Manual on Uniform Traffic Control Devices. Ensures compliance with departmental safety code.

**UNIT: Traffic Operations**

**LOCATION: 2801 W Murphysboro Rd, Carbondale, IL**

**SHIFT: 8:00 A.M. – 4:30 P.M. Monday-Friday, OFF Saturday-Sunday**

**PAY GRADE: RC042-7**

**SALARY RANGE: \$3,792 - \$5,601**

**CONTACT PERSON: Jennifer Sunderland, Bureau of Personnel Management, 217/782-5594**

**BIDS MUST BE RECEIVED BY: 4:30 p.m. on Friday, May 17, 2019**

**POSTED DATES: FROM May 6, 2019 TO May 17, 2019**

**\*CURRENT STATE EMPLOYEES: SUBMIT BID FORM AND CMS 100 APPLICATION TO ILLINOIS DEPARTMENT OF TRANSPORTATION, BUREAU OF PERSONNEL MANAGEMENT, ROOM 113, 2300 S. DIRKSEN PKWY, SPRINGFIELD, IL 62764, FAX: 217/557-3134, EMAIL: [DOT.CO.BPM.EMPLOYMENTAPPLICATIONS@ILLINOIS.GOV](mailto:DOT.CO.BPM.EMPLOYMENTAPPLICATIONS@ILLINOIS.GOV)**

\*Agency-to-Agency Transfer: In accordance with Article XIX, Section 7 of AFSCME collective bargaining agreement, employees desiring to transfer to the same position classification, an equal or lower position in a classification in which an employee was previously certified, or a position lower in the series for which h/she is qualified, in a different work location must submit an official transfer request form, which can be obtained on the work4illinois website.

\*If bidding for a position in a higher classification, eligible bidders must submit CMS 100 B promotional application to CMS to obtain a promotional grade; submission for promotional grade must be within the designated posting period listed above.

**NON-STATE EMPLOYEES: DO NOT APPLY DIRECTLY TO THIS AGENCY. FOR INSTRUCTIONS ON HOW TO APPLY, PLEASE REFER TO THE WORK4ILLINOIS WEBSITE AT [WORK.ILLINOIS.GOV](http://WORK.ILLINOIS.GOV) AND SELECT 'APPLICATION PROCEDURES.' ADDITIONAL INFORMATION MAY ALSO BE OBTAINED FROM THE AGENCY CONTACT PERSON LISTED ABOVE.**

\*Group B – titles are closed exams. Send applications for any Group B title to CMS, Examining and Counseling Division, Room 500 Stratton Office Building, Springfield, IL 62706. Applications for a Group B closed exam will be maintained until an agency requests that the test be administered of for a maximum of one year.

\*\*This position is subject to a pre-employment physical and drug/alcohol testing. After hiring, this position is subject to random drug and alcohol testing. \*\*