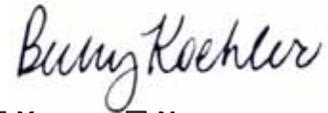


**Engineering Technician IV (2 Positions)
Resident Technician**



IPR Number:	44532	Union Position:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Position Number:	PW014-23-58-201-10-03	Shift:	7:30 am – 4:00 pm Monday – Friday
Opening Date:	October 7, 2020		
Closing Date:	October 21, 2020	Salary:	\$4,790 – \$8,775 *

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation / Bureau of Project Implementation / Region 5 / District 8 / 1102 Eastport Plaza Drive, Collinsville, Illinois

Position Purpose:

This position is accountable for the direct supervision and review of contractor work being performed on highway construction.

Qualifications:

Position Requirements:

- Education/Experience:
 - Completion of two years of college in civil engineering technology, pre-engineering or a job related technical/science curriculum **PLUS** five years of engineering experience; **OR**
 - Seven years of engineering experience
- Valid driver's license

Position Desirables:

- Knowledge of roadway construction means and methods and reading design plans and specifications
 - Working knowledge of route survey and construction layout
 - Working knowledge of construction materials and testing equipment
 - Successful completion of Specific Task Training Program (STTP) S-14, Documentation of Contract Quantities class
 - Ability to develop and maintain cooperative relationships with departmental personnel, contractor/consultant personnel and property owners
 - Strong oral and written communication skills
-

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.

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:	July 15, 2020	WORKING TITLE:	Resident Technician
POSITION CLASSIFICATION:	Engineering Technician IV	OFFICE/BUREAU:	Office of Highways Project Implementation / Bureau of Project Implementation
POSITION NUMBER:	PW014-23-58-201-10-03	REGION/DISTRICT:	Region 5 / District 8

Position Purpose

This position is accountable for the direct supervision and review of contractor work being performed on highway construction.

Dimensions

Number of Construction Projects:	1-5 Annually
Value of Projects:	\$100,000 to \$15 Million

Nature and Scope

This position reports to the Supervising Field Engineer. Reporting to this position are Assistant Resident Engineers and Construction Inspectors as assigned on a project basis.

This position is accountable for providing the supervision of the contractors who are engaged in the construction of highways within a district that is both highly urbanized and rural in nature. Contractors who are relatively new to the business require some additional guidance. In addition, many of the construction projects are rehabilitative in nature and require construction to be conducted while under use by the motoring public. This necessitates additional planning and traffic controls. The installation and maintenance of a safe traffic control plan is a key to proper performance by the incumbent. In all assignments, the position operates within an environment of ensuring that the contractor provides a quality improvement in accordance with the plans, specifications and special provisions within established time frames.

The incumbent is required to constantly monitor the method of construction used by the contractor. New techniques must be evaluated by the Resident Technician to determine acceptability prior to utilization. The Resident Technician investigates and resolves occasional disputes related to property owners along the construction project. Occasionally plans do not meet actual site conditions and alternative construction solutions must be devised by the Resident Technician to remedy difficulties. The greatest challenge to the incumbent is to maintain a good working relationship with the contractor in order to provide the taxpayer with the best product possible.

The incumbent is often required to do extensive review of the construction plans prior to construction in order to reduce the possibility of errors which may necessitate project change orders and resulting cost increases. The incumbent reviews progress daily with the contractor to develop in advance the manpower assignment for the near future and to provide daily supervision to the contractor in order to expedite the contract. He/She is required to prepare revised plans on his/her project when field conditions do not match construction plans. The incumbent is required to maintain an up-to-date quantity record and document all materials and services provided by the contractor and specified by the contract that meet federal and state provisions. Occasionally the incumbent is required to personally lay out complex intersections and structures. Daily complaints are received by a variety of sources and must be investigated and promptly resolved. The incumbent performs a highly detailed review at the completion of the project in order to assure that all contract provisions are met.

He/She prepares and authorizes pay estimates as the contract progresses. The incumbent is often assigned to other bureaus in winter periods. While there, he/she is responsible for leading field surveys, making inspections of existing structures and roadways, preparing plans for future work and other duties as assigned. He/She is responsible for the adherence to the Department Safety Code. The incumbent is responsible for accurate reporting of attendance, leave requests, travel vouchers, etc. He/She takes steps to reduce overtime expenditures to a minimum yet providing needed services on the job. On occasion, the incumbent is required to make technical presentations at meetings, seminars, conferences, etc. This involves public speaking before large audiences. The incumbent may serve on or be chairperson of various Internal Review Committees within the district.

The incumbent is governed by the plans, specifications and special provisions of the contract and policies and procedures of the department. The incumbent refers recommendations for changes to his/her Supervising Engineer but can make some changes or adjustments within established policies.

In performing the functions of this position, the incumbent has contact with personnel from other district and central bureaus, FHWA staff, contractor's personnel, property owners, utility company personnel, material suppliers, local officials, and the public.

The effectiveness of this position is measured by the incumbent's ability to ensure the contractor meets all contract provisions and the contract is completed with high product quality in a timely manner.

Principal Accountabilities

1. Ensures contract provisions are met and all work and materials meet established specifications.
2. Ensures the project is progressing according to established time frames and the contractor does not suffer any delays due to inadequate supervision by the incumbent's staff.
3. Resolves all complaints by property owners and motoring public to the mutual benefit of the department and affected citizenry.
4. Installs and maintains all required traffic controls in order to assure maximum safety for the traveling public.
5. Administers Phase III consultant agreements when a Phase III consultant is utilized on the incumbent's project(s).
6. Completes assignments in other district bureaus during periods of inactive construction.
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.

Subordinates of this position

Position Classification	Position Number	Working Title	Authorized Identical
n/a			

Supervisor of this position

Immediate Supervisor Position Classification: Civil Engineer V

Working Title: Supervising Field Engineer

Position Number: PW115-23-58-201-10-01

Position Requirements

- Education/Experience:
 - Completion of two years of college in civil engineering technology, pre-engineering or a job related technical/science curriculum **PLUS** five years of engineering experience; **OR**
 - Seven years of engineering experience
- Valid driver's license

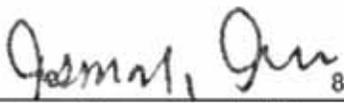
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Agency Approvals



Bureau Chief of Personnel Management



Secretary, Department of Transportation