



**Engineering Technician III (1 Position)  
Miscellaneous Products Inspector**

<b>IPR Number:</b>	<b>44696</b>	<b>Union Position:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Position Number:</b>	<b>PW013-23-58-203-30-02</b>	<b>Shift:</b>	<b>8:00 am – 4:30 pm Monday – Friday</b>
<b>Opening Date:</b>	<b>September 16, 2020</b>		
<b>Closing Date:</b>	<b>September 29, 2020</b>	<b>Salary:</b>	<b>\$3,920 – \$6,775 *</b>

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**Office/Central Bureau/District/Work Address:**

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

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**Position Purpose:**

This position is accountable for the testing, inspecting, and reporting of all materials used in highway related construction, except aggregates, concrete pipe, precast concrete products, and precast, prestressed concrete products, to ensure compliance with state, federal, or other specifications.

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**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 thirty months of engineering experience; OR
  - Six years of engineering experience
- Valid driver's license
- Frequent district-wide travel
- Frequent travel to locations in Missouri within approximately 50 miles of the Illinois border, and other locations within the state of Illinois
- Heavy and repetitive lifting of 40-50-pound samples

**Position Desirables:**

- Working knowledge of materials testing and laboratory testing equipment
  - Ability to solve conflicts with outside producers, contractors and Resident Engineers
  - Strong oral and written communication skills
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**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](mailto: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.

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**ILLINOIS DEPARTMENT OF TRANSPORTATION  
POSITION DESCRIPTION**

**DATE:** January 1, 2020      **WORKING TITLE:** Miscellaneous Products Inspector  
**POSITION CLASSIFICATION:** Engineering Technician III      **OFFICE/BUREAU:** OHPI / Project Implementation  
**POSITION NUMBER:** PW013-23-58-203-30-02      **REGION/DISTRICT:** Region Five / District Eight

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***Position Purpose***

This position is accountable for the testing, inspecting, and reporting of all materials used in highway related construction, except aggregates, concrete pipe, precast concrete products, and precast, prestressed concrete products, to ensure compliance with state, federal, or other specifications.

***Dimensions***

Subordinate Personnel:	Rotation/Temporary
Number of Plants Inspected:	30 to 40
Number of Inspections Conducted:	100 to 1500 annually
Annual Value of Material Inspected:	\$30 to 50 million annually

***Nature and Scope***

This position reports to the Aggregate and Miscellaneous Products Supervisor. No subordinates report to this position.

This position is accountable for performing essential inspection, testing, certifying, and reporting on all types of material used for highway construction and maintenance within this district, other districts and states. This position has a major influence on the stability, durability and quality of transportation improvements by ensuring that the materials conform to approved and recognized standards. The incumbent is required to keep abreast of all specifications, manuals, policies, memorandums, American Society for Testing and Materials (ASTM) and American Association of State Highway and Transportation Officials (AASHTO) specifications.

The incumbent must develop a schedule that ensures the testing, inspections, and samplings occur in a timely manner in accordance with the daily work load as determined by requests from materials producers and suppliers. The incumbent must assure that all material is inspected prior to delivery. In performing these functions, the incumbent's greatest challenge is ensuring the department's level of acceptability while maintaining good working relations with material producers and suppliers.

The incumbent personally inspects all material incorporated in construction projects and/or material used by the district Bureau of Operations such as: structural steel bolts, nuts, washers, corrugated metal pipe, temporary pavement marking tape, electrical cable, foundry products, metal shell and H bearing pile, guardrail, reinforcing steel, fencing, steel, seeds, etc. The incumbent conducts the necessary testing and/or sampling to determine if the material is acceptable, records all necessary information, completes inspection reports, and submits said reports to the appropriate personnel, agencies, producer-suppliers, and contractors utilizing Materials Integrated System for Test Information and Communication (MISTIC) & Report-2-Web databases.

The incumbent has the authority to accept or reject material based on ASTM, AASHTO, Standard Specifications for Road and Bridge Construction, policy letters of the central Bureau of Materials, and use of good engineering judgment on workmanship. The incumbent has general latitude in accomplishing these

responsibilities. Problems of a highly sensitive or complex technical nature are referred to his/her immediate supervisor for resolution. The incumbent is constrained by all departmental policies and procedures. The incumbent uses MISTIC and Report-2-Web to successfully perform job duties.

The incumbent has contact with central Bureau of Materials personnel, other district Bureaus of Materials and Operations personnel, district Construction section personnel, county and municipal personnel, contractors' personnel, other state Materials personnel and various suppliers and producers. In performing these functions, the incumbent travels from 200 to 1200 miles monthly.

The effectiveness of this position is measured by the ability of the incumbent to approve only quality materials that conform to department specifications, and to reject those materials that do not conform to approved standards; the accurate and timely completion of inspections conducted; the ability to promote and maintain good working relations; and staying abreast of all material specifications.

**Principal Accountabilities**

1. Samples, tests, and reports miscellaneous materials used in highway construction and maintenance.
2. Accepts or rejects all material tested and/or sampled.
3. Schedules inspections.
4. Advises his/her supervisor of possible problem areas and recommends solutions.
5. Stays abreast of current material specifications, test procedures, and sampling procedures.
6. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
7. 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: Engineering Technician IV

Working Title: Aggregate and Miscellaneous Products Supervisor

Position Number: PW014-23-58-203-30-01

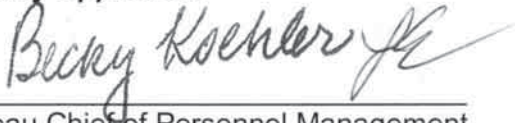
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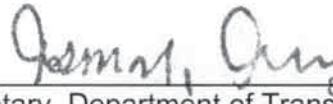
**Position Desirables**

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**Agency Approvals**



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Bureau Chief of Personnel Management



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Secretary, Department of Transportation