Illinois Department of Transportation

Memorandum

To:	DIRECTORS, DEPUTY DIRECTORS, AND BUREAU CHIEFS
From:	Dianna L. Taylor Bureau Chief of Personnel Management
Subject:	Technical Vacancy
Date:	October 27, 2016

Attached are the Position Summary Sheet and Position Description for the vacant technical position listed below. Please post this vacancy announcement October 31, 2016 in the designated areas.

The deadline for applicants to submit their names for consideration is **4:30 p.m.** on **Tuesday, November 15, 2016**. Applicants will not be accepted after that time and date.

NOTE: A copy of each applicant's ACTIVE Illinois Professional Engineer License must accompany application for this position. Please be advised that if a high volume of applications are 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.

All applicants will receive a position description for the position they are applying for. If you have any questions, please contact Jennifer Sunderland or Denise Hamilton at 217/782-5594.

CE IV	Expressway Traffic Control Supervisor Region 1/District 1/Traffic Highways Project Implementation Schaumburg

Attachments
41293

Technical Applications (PM 1080 rev 9/19/16) **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 **Tuesday, November 15, 2016**, 4:30 p.m. Please include address, daytime phone and position for which applying if not already listed on application. Applicants will be notified in writing to schedule interviews.

NOTE: A copy of each applicant's ACTIVE Illinois Professional Engineer License must accompany application for this position. Please be advised that if a high volume of applications are 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.

Illinois Department of Transportation

An Equal Opportunity Employer

Position Summary Sheet

Classification:	**Civil Engineer IV**	**Salary Range:**	**$5,800 - $9,230**
Position Title:	**Expressway Traffic Control Supervisor**	**Union Position:**	☒ **Yes** ☐ **No**
Position Number:	**PW114-23-51-904-10-01**	**IPR#:**	**41293**

Office/Central Bureau/District/Work Address:

Office of Highways Project Implementation/Region One/District One/Bureau of Traffic/201 W. Center Court, Schaumburg, IL

Description Of Duties:

This position is accountable for improving the safety and efficiency of the traffic flow on the District's expressways by applying appropriate principles of traffic engineering to the design and evaluation of expressway traffic controls, authorization of lane closures, the investigation and development of solutions for traffic operational problems and continuous and systematic inspection of highway projects to verify the application of specified techniques.

Special Qualifications:

Required:

- A current Illinois Professional Engineer license
- Valid driver's license

Desired:

- Six years experience in civil engineering including four years of supervisory responsibility of which three years should be in highway engineering
- Working knowledge of the MUTCD, with an emphasis on Parts 2, 3 & 6
- Strong oral and written communication skills

Shift/Remarks:

8:00 am – 4:15 pm / Monday – Friday (45 minute lunch)

***THIS POSITION REQUIRES EXTENSIVE PERIODS OF OVERTIME, INCLUDING NIGHTS, EARLY MORNINGS AND WEEKENDS.**

ILLINOIS DEPARTMENT OF TRANSPORTATION
POSITION DESCRIPTION

DATE:	August, 2016	**POSITION:**	Expressway Traffic Control Supervisor
APPROVED BY:	*Lisa E. Heaven-Baum*	**OFFICE/DIVISION:**	OHPI/District One/ Schaumburg/Bureau of Traffic
CODE:	PW114-23-51-904-10-01	**REPORTS TO:**	Expressway Traffic Field Engineer

Position Purpose

This position is accountable for improving the safety and efficiency of the traffic flow on the District's expressways by applying appropriate principles of traffic engineering to the design and evaluation of expressway traffic controls, authorization of lane closures, the investigation and development of solutions for traffic operational problems and continuous and systematic inspection of highway projects to verify the application of specified techniques.

Dimensions

Expressway Lane Miles	2,000
Annual Number of Traffic Investigations	200
Annual Number of Lane Closures	10,000
Preconstruction Meetings Attended Annually	100
Traffic Control Plans Reviewed Annually	200
Cost of Traffic Control on Construction Projects Annually	$9,000,000

Nature and Scope

This position reports to the Expressway Traffic Operations Engineer as do three Area Expressway Traffic Operation Engineers and two Expressway Sign Structure Technicians. Traffic Cadre Engineers and Technicians will be assigned to this position as required.

This position operates in a highly congested urban area. The Cook County Expressway System consists of approximately one hundred ten centerline miles which service approximately twenty billion vehicle miles of travel each year. The fifteen million vehicle miles traveled on the expressway each day constitute a potentially hazardous traffic condition. At all times, any breakdown in traffic causes congestion and delay, disruption and disorganization in expressway traffic flow and a safety hazard for the motoring public. Because of the inability to expand the expressway system due to lack of right of way, it becomes more and more important to improve the safety and capacity through the design and implementation of effective traffic controls, the careful planning of expressway construction and maintenance work so as to minimize adverse effects on traffic flow, and develop and implement procedures for responding to emergency traffic interruptions. Because of these high expressway traffic volumes, lane closures are an extremely sensitive issue and represent a reduction in expressway capacity and adverse effects in terms of traffic congestion, motorist inconvenience and potential threat to motorist safety. Lane closures must be carefully planned, multiple closure synchronized and a coordinated method for disseminating information to the media and the public must be developed and implemented. Continuous expressway reconstruction and rehabilitation requires effective and prompt detouring and movement of traffic through the construction areas, which complicates effective performance in this position. The non-availability of right of way adjacent to the expressways requires the most efficient use of existing lane capacity and complicates the problem of effectively moving traffic through construction areas and developing workable detour provisions.

Typical problems encountered in this position include evaluating and revising expressway traffic control design; preparing the traffic control plan for major expressway rehabilitation projects; reviewing and revising other expressway improvement plans to ensure the application and inclusion of appropriate temporary traffic controls which frequently requires deviation from established standards to meet special worksite procedures governing geometrics, highway capacity, signing, pavement marking, traffic volumes, speed limits, current policies and sound construction practices related to the implementation of temporary traffic controls. Evaluating and resolving conflicts in the implementation of temporary traffic controls in adjacent worksites; determining the effectiveness of existing temporary traffic controls and the ordering of "on the job" revisions required to improve traffic safety and the flow of traffic within and adjacent to various work zones; determining adequate temporary traffic controls during the winter season on construction, maintenance and utility projects which were originally estimated to be completed in one construction season; devising a system of inspection, reporting and follow up that ensures continuous and effective surveillance and evaluation of existing expressway temporary traffic controls; participating in meetings with contractors, consultants, local agencies, media representatives, District and Central Office personnel to describe proposed expressway traffic control devices and explain their impact on the flow of traffic and evaluating requests for and authorizing lane closures. Right of way is not available for sweeping detours and frequently traffic must be routed either within exceedingly narrow confines or along adjacent local streets and roads. Considerable technical ingenuity is required to move large traffic volumes through such restricted areas so as to ensure highway safety and minimize the inconvenience to the motoring public. Acceptable traffic control plans require protracted negotiations with local governments. The greatest challenge and responsibility of this position is to ensure that traffic moves safely and efficiently through construction, maintenance, roadway and utility permit worksites which usually include extremely high traffic volumes and pose a wide variety of problems regarding temporary traffic controls.

The incumbent personally participates in the design and plan preparation process to ensure the adoption of appropriate temporary traffic controls; develops a traffic control plan for expressway projects included in the plans and specifications that conforms to the Manual on Uniform Traffic Control Devices; defines during the course of preconstruction meetings and on other occasions the respective responsibilities of the District and the contractor for the implementation of temporary traffic controls; ensures effectiveness of the existing temporary traffic controls, and promptly and independently corrects deficiencies as they occur, regardless of the costs and construction delays, so as to ensure the safety of the motoring public and job site personnel; conducts an initial inspection of the traffic control installation and routine spot inspections to ensure the effectiveness of the existing inspection system and to correct deficiencies that otherwise might not be detected; and notifies appropriate District and Departmental personnel, as well as law enforcement agencies, media and appropriate private firms of road closings, rerouting of traffic over a detour or temporary road, road openings and closings, and emergency road conditions requiring special precautions.

The incumbent acts in accordance with minimum guidelines governing the design and operation of temporary traffic control devices. However, because of the wide variety of situations encountered characterized by high traffic volumes, the incumbent is required to exercise considerable independent judgment in the application of these guidelines and is often required to make on the spot changes that affect motorist safety.

The contacts in this position are primarily with supervisory personnel in the Bureau of Construction, Design and Maintenance, consulting engineer firms developing expressway contracts for the Department, and the resident engineers responsible for expressway and maintenance construction. The incumbent will be in direct contact with utility or construction companies to advise them on maintaining proper traffic controls. In the process of developing or reviewing traffic control plans, the incumbent will work closely with the Bureaus of Design, Construction, Maintenance, Traffic and Programming. Frequent travel and overtime, including nights, early mornings and weekends is required.

The incumbent's effectiveness can be judged by the safe and efficient movement of traffic through expressway construction zones. This can be measured by the accident records in these areas and the delay to motorists in traveling through construction and maintenance areas.

Principal Accountabilities

1. Ensures the inclusion of appropriate temporary control plans in all expressway improvement projects and that such plans comply with existing policies and procedures.

2. Ensures that District, contractor, utility and/or consultant personnel understand their respective responsibilities in the movement of traffic through expressway construction areas.

3. Ensures that the inspection and reporting procedures for temporary traffic controls promptly detect deficiencies so that effective and timely revisions can be made.

4. Ensures that adverse effects of expressway lane closures are minimal.

5. Develops expressway temporary traffic control design standards.

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.