

# Job Title: ENGINEERING TECH I - SQUAD TECHNICIAN - IPR#44893

Agency: Department of Transportation

Closing Date/Time: 04/15/2021

Salary: \$2,695 - \$4,735 Monthly

Job Type: Salaried Full Time

County: Peoria

Number of Vacancies: 2

Plan/BU: NR916

**DO NOT APPLY ONLINE**

**\*\*DO NOT CLICK THE APPLY BUTTON\*\***

## **HOW TO APPLY:**

**Technical Applications PM1080 (rev 3/8/21) 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 the closing date listed above. The previous application form revised 10/16/20 will be accepted until May 8, 2021. The previous application form revised 10/16/20 will be accepted until May 8, 2021. Please visit <https://idot.illinois.gov/about-idot/employment-opportunities/employment/index> to download the Technical Application PM1080.**

**Please indicate IPR#44893 on the Technical Application PM1080.**

**Applicants may submit college transcripts for completed coursework.**

## **Agency Mission Statement**

The Illinois Department of Transportation is seeking to hire Squad Technicians.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

Employees enjoy excellent benefits, including health, vision and dental insurance; a retirement plan and deferred compensation options; state holidays and other time off; tuition reimbursement; flexible schedules; and pre-tax benefit programs. The department also offers extensive training and career advancement opportunities.

We invite qualified applicants to apply to become part of our team. We are confident that you will take pride in serving Illinois and its residents and visitors.

## **Job Responsibilities**

This position is accountable for performing very basic studies and plans activities.

This position reports to the Senior Squad Leader but may also report to a Squad Leader on a project basis. No subordinates report to this position.

This position is accountable for assisting the Senior Squad Leader on the accomplishment of studies and plans activities. This position rotates to other bureaus within the district as part of the rotational training program.

The greatest challenge for this position entails ensuring all work assigned and completed meets department standards and procedures. A typical problem is to determine plan quantities through computations accurately and on time.

The incumbent is personally accountable for drawing and plotting plans, profiles, cross-sections, and detail sheets; making minor computations, gathering data for project studies and reports, and assisting the other designers on various planning and design activities.

The incumbent's activities are reviewed very closely by the Senior Squad Leader. The incumbent is constrained by all departmental policies.

The incumbent has regular and frequent contact with the Senior Squad Leader. This position requires districtwide travel.

The effectiveness of this position can be measured on the ability of the incumbent to accomplish all assignments in the effective and efficient manner.

### **Principal Accountabilities**

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1. Performs basic planning and design activities.
2. Performs basic mathematical computations.
3. Gathers data for project studies and plans.
4. Rotates to other bureaus within the district as part of the rotational training program.
5. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
6. Performs other duties as assigned.

### **Qualifications**

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#### Position Requirements

- Education/Experience:
  - Two years of college in civil engineering technology, pre-engineering or job related technical/science curriculum OR
  - Two years of technical experience in engineering
- Valid driver's license
- Districtwide travel

#### Position Desirables

- Working knowledge of the preparation of design plans and the ability to perform necessary technical computations, reading of design plans, and ability to utilize CADD (MicroStation or Auto CADD)
- Working knowledge of math to include trigonometry
- Ability to communicate effectively and follow oral and written instructions

Work Hours: 8:00 AM to 4:30 PM Monday - Friday

Work Location: Peoria - 401 Main St

Office: Office of Highways Project Implementation/Region 3/District 4/Program Development

Agency Contact: DOT.CO.BPM.EmploymentApplications@Illinois.gov

Job Function: Transportation

Collective Bargaining Agreement language applies to this requisition

We are currently transitioning our application process away from paper process to an electronic application process. This position has not been transitioned please follow the directions below when applying to this position.

Please visit the IDOT website at <http://www.idot.illinois.gov/about-idot/employment-opportunities/employment/index> to obtain the required bid forms and application forms.