

Job Title: COMPUTER-AIDED DESIGN & DRAFTING SUPV (ENGINEERING TECHNICIAN V)

Agency: Department of Transportation

Position Title: Engineering Technician V

Closing Date/Time: 04/02/2025

Salary: Anticipated Starting Salary \$5,432 monthly; Full Range \$5,432-\$9,713 monthly

Job Type: Salaried

Category: Full Time

County: Lee

Number of Vacancies: 1

Plan/BU: NR916 Pro Tech Teamsters

***This position is covered by the Revolving Door Prohibition Policy.**

This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.

All applicants who want to be considered for this position MUST apply electronically through the illinois.jobs2web.com website.

State of Illinois employees should click the link near the top left to apply through the [SuccessFactors](#) employee career portal.

Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.

Posting Identification Number REQ#45560 - IPR#47806

Why Work for Illinois?

Working with the State of Illinois is a testament to the values of compassion, equity, and dedication that define our state. Whether you're helping to improve schools, protect our natural resources, or support families in need, you're part of something bigger—something that touches the lives of every person who calls Illinois home.

No matter what state career you're looking for, we offer jobs that fit your life and your schedule—flexible jobs that provide the gold standard of benefits. Our employees can take advantage of various avenues to advance their careers and realize their dreams. Our top-tier benefits and great retirement packages can help you build a rewarding career and lasting future with the State of Illinois.

Position Overview

This position is accountable for ensuring department plan preparation standards and policies are consistently applied to computer aided design and drafting (CADD) work within the district by providing necessary training and support to district staff. This position is a liaison to consultants, ensuring accessibility of CADD data, facilitating collaboration among consultants and department staff, and coordinating with the Bureau of Design and Environment on technology implementation.

Essential Functions

- Ensures the timely, correct completion of plan sheet drafting and full integration of all district computer aided design and drafting (CADD) equipment.
- Provides training for current and new CADD operators on current and emerging technologies in multiple forms, including over-the-shoulder training, written documentation, video tutorials, and group classes.
- Supports staff productivity, ensuring work adheres to department policy.
- Acts as a liaison among CADD and the Bureau of Information Processing (BIP) staff, consultants, and other agents internal and external to the department while ensuring sufficient CADD integration, support, and training.
- Aids in troubleshooting of CADD system failures and other problems, ensuring problems are fully understood and addressed.

- Performs other duties as assigned.

Minimum Qualifications

- Completion of two years of college in civil engineering technology, pre-engineering or a job related technical/science curriculum PLUS six years of engineering experience; OR Eight years of engineering experience.

Preferred Qualifications

- Engineering technician experience under the direction of a professional engineer or equivalent with at least three years in a supervisory position.
- Ability to develop and maintain cooperative relationships within the department.
- Knowledge of the operation and integration of various software packages, primarily ProjectWise and ArcGIS. Familiarity with other related packages focusing on 3D modeling, visualization, image manipulation, and video editing also desired.
- Experience in any or all phases of highway engineering (scoping, design, construction, and maintenance).

Conditions of Employment

- The conditions of employment listed here are incorporated and related to any of the job duties as listed in the job description.
- Successful completion of a background check.
- Certain provisions of the revolving door restrictions contained in 5 ILCS 430/5-45 apply to this position. As a result, the employee should be aware that if offered non-State employment during state employment or within one year immediately after ending State employment, the employee shall, prior to accepting any such non-State employment offer, notify the Office of the Executive Inspector General for the Agencies of the Illinois Governor (OEIG) or may be subject to a fine.
- This position has been found to meet the requirements in section 4A-101 of the Illinois Governmental Ethics Act requiring the occupant/employee to file a Statement of Economic Interest. The Illinois Governmental Ethics Act (5 ILCS 420/4A et seq.) requires certain state officials and employees to file annual Statements of Economic Interest with the Office of the Secretary of State that will be made available for examination and copying by the public. All employees required to file a Statement of Economic Interest are also required to file the Supplemental Statement of Economic Interest with the Executive Ethics Commission. (See Executive Order 15-09) Fines and penalties apply to untimely filings.

About the Agency

The Illinois Department of Transportation is seeking to hire a Computer-Aided Design and Drafting Supervisor.

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.

The department offers extensive training and career advancement opportunities. Employees also receive a robust benefit package including:

- Monday-Friday work schedule
- Flexible work schedules in several program areas (flexible time, hybrid scheduling).
- Health, Life, Vision, and Dental Insurance
- Pension Plan
- (12) Weeks paid Maternity/Paternity Leave
- Deferred Compensation Program and other pre-tax benefit programs (Medical/Daycare)
- Employees earn (12) paid Sick Days annually.
- New Employees earn (10) paid Vacation Days their first year of service and can earn up to (25) paid Vacation Days annually.
- Employees earn (3) paid Personal Days annually.

- (13-14) paid holidays annually (based on start date)
- Tuition Reimbursement
- Employee Assistance Program and/or mental health resources

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.

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

Work Location: 819 Depot Ave, Dixon, Illinois, 61021

Work Office: Office of Highways Project Implementation/Region 2/District 2/Bureau of Program Development

Agency Contact: DOT.CONTACTHR@ILLINOIS.GOV

Posting Group: Transportation; Leadership & Management; Science, Technology, Engineering & Mathematics

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APPLICATION INSTRUCTIONS

Use the "Apply" button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the [Illinois.jobs2web.com](https://illinois.jobs2web.com) homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the [Illinois.jobs2web.com](https://illinois.jobs2web.com) homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the [career portal](#) for State employees and review the [Internal Candidate Application Job Aid](#)

Non-State employees: on [Illinois.jobs2web.com](https://illinois.jobs2web.com) – click "Application Procedures" in the footer of every page of the website.

Seasonal and temporary workers should use a personal e-mail address when applying for jobs

The main form of communication will be through email. Please check your "junk mail", "spam", or "other" folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com