

Job Description**CIVIL ENGINEER III****288367****Description****CIVIL ENGINEER III****BID/JOB ANNOUNCEMENT**

Department of Transportation
Bridge Section

These positions are open to the general public and to all current city employees covered under the terms of the City's collective bargaining agreement with the AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) – (BARGAINING UNIT #01, 03, 04, 05)

IF YOU ARE A CURRENT CITY EMPLOYEE AND WANT TO EXERCISE YOUR CONTRACTUAL RIGHTS TO BID, YOU **MUST** APPLY ON THE BID ONLY SITE AT: www.cityofchicago.org/CAREERS
(Once the website opens, scroll down and click on the button titled "Bid Opportunities.")

IN ADDITION, YOU MUST CHECK THE BOX ON THE CAREERS APPLICATION TITLED "ALREADY EMPLOYED BY THIS COMPANY", CORRECTLY ENTER YOUR EMPLOYEE ID, AND SELECT THE CORRECT BARGAINING UNIT.

YOU MUST USE THE EMPLOYEE NUMBER FOUND ON THE UPPER LEFT-HAND CORNER OF YOUR PAY CHECK STUB LABELED "PAYEE/EMPLOYEE NUMBER."
(NO OTHER FORMAT OR SYSTEM CAN BE USED TO OBTAIN YOUR EMPLOYEE NUMBER).

FAILURE TO CHECK THE "ALREADY EMPLOYED BY THIS COMPANY" BOX, ENTER YOUR EMPLOYEE ID, AND SELECT THE CORRECT BARGAINING UNIT WILL RESULT IN A REJECTED BID APPLICATION.

Number of Positions: 1

Under general supervision, performs fully functional professional civil engineering work of moderate complexity related to construction, maintenance and design of various infrastructure and building projects; and performs related duties as required.

Duties:

- Reviews Illinois Department of Transportation (IDOT) and Federal Highway Administration (FHWA) reports and documents including Bridge Condition Reports (BCR), Project Development Reports (PDRs), Type Size and Location (TSL) plans.
- Attend weekly Construction review meetings
- Assists Bridge Project Manager in overseeing scope, schedule and budget of design engineering consultants
- Oversees design review meetings
- Represents City at community meetings to address impacts from planned projects
- Coordinates with utilities and other City agencies throughout design process to coordinate work and avoid conflicts
- Reviews invoices related to bridge projects
- Performs related duties as required

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

Location: 30 N. LaSalle 4th Floor, Chicago, IL 60602

Days: Monday – Friday

Hours: 8:30 am to 4:30 pm

THIS POSITION IS IN THE CAREER SERVICE

Qualifications

Graduation from an accredited college or university with a Bachelor's degree in Civil Engineering or a directly related field of engineering supplemented by one year of Civil Engineering experience, or an equivalent combination of training and experience, provided the minimum degree requirement is met.

Education & Employment Verification: Please be advised that if you are selected to be hired you must provide, upon request, adequate information regarding your educational and employment history as it relates to the qualifications of the position for which you are applying. If you received your degree internationally, all international transcripts/diploma must be accompanied by a Foreign Credential Evaluation. If the City of Chicago cannot verify this information, any offer extended to you will be withdrawn and you will not be hired.

NOTE: To be considered for this position you must provide information about your educational background and your work experience. **You must include job titles, dates of employment, and specific job duties.** (If you are a current City employee, Acting Up cannot be considered.) If you fail to provide this information at the time you submit your application, it will be incomplete and you will not be considered for this position. There are three ways to provide the information: 1) you may attach a resume; 2) you may paste a resume; or 3) you can complete the online resume fields.

SELECTION REQUIREMENTS

This position requires applicants to complete an interview. The interviewed candidate(s) possessing the qualifications best suited to fulfill the responsibilities of the position, will be selected.

Preference will be given to candidates possessing the following:

- Previous work experience working with multiple government agencies/entities or municipalities (e.g. utilities)
- Previous work experience with CDOT, IDOT, FHWA, or other local transportation agencies
- Previous work experience with bridge related work in engineering
- Previous work experience in reading, preparing or reviewing plans, specifications and cost estimates

Application Instructions: Interested applicants should apply at the City of Chicago's application website:

www.cityofchicago.org/CAREERS

VETERANS PREFERENCE NOTE: The City of Chicago offers Veterans Preference to both current, active military personnel **AND** military personnel who have served in the Armed Forces of the United States and have received an honorable or general discharge. Eligible candidates must have at least six months of active duty documented. In order to receive the veterans preference, candidates need to indicate whether or not they are a veteran by answering "yes" or "no" to the question on the online application that asks, "Are you currently serving on active duty for at least six months in the Armed Forces of the United States **OR** have you served in the Armed Forces of the United States on active duty for at least six months and received an honorable or general discharge?" In addition, you must attach documentation to verify your military service. For veterans, you must attach a copy of your DD214 to your online application which includes character of service status **OR** a letter from the United States Veterans Administration on official stationery stating dates of service and character of service. For active military personnel, you must attach a letter from your Commanding Officer on official stationery verifying your active duty, length of service, and character of service in the Armed Forces of the United States **AND** a copy of your military ID to your online application. **Failure to answer the question and attach the required documentation will result in you not being considered for the Veterans Preference.**

Evaluation: Your initial evaluation will be based on information provided on the application form and documents submitted with the application. Applications must be submitted by the individual applicant. No second party applicants will be accepted.

Residency Requirement: All employees of the City of Chicago must be actual residents of the City as outlined in 2-152-050 of the City Chicago Municipal Code. Proof of residency will be required.

If you would like to request a reasonable accommodation due to disability or pregnancy in order to participate in the application process, please contact the City of Chicago, Department of Human Resources, at 312-744-4976 (voice) or 312-744-5035 (TTY). Please be prepared to provide information in support of your reasonable accommodation.

ALL REFERENCES TO POLITICAL SPONSORSHIP OR RECOMMENDATION MUST BE OMITTED FROM ANY AND ALL APPLICATION MATERIALS SUBMITTED FOR CITY EMPLOYMENT.

The City of Chicago is an Equal Employment Opportunity and Military Friendly Employer

Human Resources

City of Chicago

Department of

Commissioner

Rahm Emanuel, Mayor

Soo Choi,

Posting Date Sep 11, 2017 | **Closing Date (Period for Applying) - External:** Oct 11, 2017

BU: 04 | **Salary:** \$66,588.00 **Pay Basis:** Yearly