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COUNTY OF KANE

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| DEPARTMENT OF HUMANRESOURCE MANAGEMENTSylvia WetzelExecutive Director |  | 719 Batavia Avenue  Geneva, Illinois 60134  Phone: (630) 232-3560  Fax: (630) 232-3421  www.co.kane.il.us |

# JOB POSTING

## TRANSPORTATION $50,000-$70,000 YR DOQ

**Construction Technician/Manager 40HRS/WK**

Kane County Division of Transportation (KDOT) is seeking applications for a Construction Technician/Manager. This position assists Chief of Construction and Senior Project Manager in all aspects of project management and administration, and ensuring that Division’s capital improvement projects are constructed according to plan, specifications and estimates in a safe and timely manner. This position manages multiple consultant construction management contracts and assumes Resident Engineer position for projects for the Division as directed. This position also manages consultants to perform construction observation and management (Phase 3), and acts as Division field liaison between the Construction contractor and associated subcontractors, consulting resident engineer, utility companies, and other government agencies during implementation of projects. May assist in managing interns, and co-ops for any and all design and construction tasks as assigned by the Chief of Construction.

Other duties may include coordination of reviews with KDOT staff, engineering consultants, municipalities, IDOT, contractors, and other agencies (as appropriate), and other tasks/projects as assigned from time to time by the Chief of Construction. The preferred candidate must have the ability to effectively manage time and work load as well as deal with the public in a professional manner – and answer and communicate effectively about construction projects. The job also requires significant time in the field performing construction management and review as described above. Weekend and night work during peak construction times may be required depending on projects assigned. The job requires extensive use of computers and programs such as Microsoft Outlook, Word, and Excel.

The candidate should meet the following job requirements to be considered for this position:

* Four-year degree in Civil Engineering, Construction Management, or related field from an ABET accredited College or University; or combination of experience and formal education.
* Seeking five (5) years’ experience in highway design, safety and traffic. Knowledge of highway ordinances, codes, MUTCD Manual, federal and state design and construction standards and state statutes desired.
* Ability to read and understand professional Civil Engineering drawings.
* Ability to work on computers and survey field equipment with proficiency in word processing, spreadsheets, and computer aided drawing and design software.
* Ability to communicate in a professional manner with various public groups regarding sensitive and difficult situations that arise during implementation of the capital improvement program.
* Possession of a valid Illinois Driver’s license

**Application deadline: Open till filled**

**Kane County Employment application, cover letter, resume to:**

**Kane County Department of Human Resource Management**

**719 S. Batavia Ave, Room 312**

**Geneva, IL 60134**

**Or**

**Email:** [**hrmcorrespondence@co.kane.il.us**](mailto:hrmcorrespondence@co.kane.il.us)

**Download employment application at**: [**www.countyofkane.org**](http://www.countyofkane.org)

**Applicants must submit to a criminal background check. EEO Employer/Program. Auxiliary aids are available to individuals with disabilities upon request.**