



STATE OF ILLINOIS
 Natural Resources
 One Natural Resources Way
 Springfield, IL 62702-1271

<http://work.illinois.gov>

Invites applications for the position of:

PUBLIC SERVICE ADMINISTRATOR - OPT 8E

An Equal Opportunity Employer

BID ID #: 12-73-5817

JOB TYPE: Full-Time

NUMBER OF VACANCIES: 1

PLAN/BU:

SALARY

\$3,116.00 - \$9,765.00 Monthly

OPENING DATE: 06/12/19

CLOSING DATE: 06/25/19 05:00 PM

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS:

Subject to review and approval of the Engineering Studies Section Manager, carries out specific design functions which directly contribute to the satisfactory completion of engineering studies on a state-wide basis and establishes future water resources construction projects and flood damage mitigation efforts for the Office of Water Resources. Provides/manages daily flood surveillance on a state-wide basis. This flood surveillance will consist of developing and distributing flood surveillance products that will aid multiple agencies in providing proper and timely responses to flood situations. This position will be responsible for the maintenance of historic flood documentation and the development of new methods of transmitting important data/information to the target user group. This individual in this position is the point of contact with IEMA and therefore is required to respond to inquiries on a 24/7 basis. This position is responsible for developing feasible solutions to water resource problems including flood control, drainage, water supply, low flow augmentation, stream restoration, and recreation analysis; investigation of complaints by the general public concerning drainage and other water resource problems; and completion of complex engineering assignments involving the hydraulics of reservoir systems, hydraulics of channel modifications, determination of recreational demand, economics (benefits and costs) associated with water resource projects, and watershed hydrology.

MINIMUM REQUIREMENTS

Requires knowledge, skill and mental development equivalent to completion of four years of college with coursework in civil engineering or related field; B.S. degree in (Civil or related field) from an accredited institution is preferred; possession of a certificate as a Registered Professional Engineer in Illinois is required. Requires prior experience equivalent to three years of progressively responsible water resources engineering experience. Comprehensive knowledge of the principles and practices of civil engineering with specialized knowledge of water law and environmental engineering is desired. A valid driver's license is required.

WORK HOURS & LOCATION/AGENCY CONTACT

WORK HOURS

Monday – Friday 7:30 am to 4:00 pm, 1-hour Lunch, Saturday & Sunday off

WORK LOCATION

Office of Water Resources
One Natural Resources Way
Springfield, IL (Sangamon County)

WHERE TO APPLY

Department of Natural Resources
Attn: Rick Pohlman
One Natural Resources Way
Springfield, IL 62702
217-782-4732

HOW TO APPLY

CURRENT STATE EMPLOYEES: Submit an Official Position Vacancy Bid Form and **CMS 100 Employment Application dated 4/2018 or after** to the Agency Contact address listed above. Applicant must be deemed qualified or have submitted a **CMS 100B Promotional Employment Application** to CMS to receive a qualifying grade PRIOR to the closing of the posting period. An application is required for each posting/bid ID or your bid will be rejected. If you are a current State employee wishing to transfer, you must submit an Employee Transfer Request and Bid Form along with the **CMS 100 Employment Application dated 4/2018 or after**. If no Employee Transfer Request form is submitted, you will not be considered for the position.

FAILURE TO COMPLETE AND SUBMIT THE NEW CMS-100 DATED 4/2018 OR AFTER WILL RESULT IN YOUR APPLICATION BEING REJECTED.

FORMER STATE EMPLOYEES: Submit an Official Position Vacancy Bid Form and **CMS 100 Employment Application dated 4/2018 or after** to the Agency Contact address listed.

NON-STATE EMPLOYEES: PLEASE SEE INFORMATION BELOW FOR INSTRUCTIONS ON HOW TO APPLY.

APPLICATIONS MAY BE OBTAINED FROM:

<http://work.illinois.gov>

OR

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