ILLINOIS DEPARTMENT OF NATURAL RESOURCES

#4812

AN EQUAL OPPORTUNITY EMPLOYER
CAREER OPPORTUNITY BID NOTICE

The Illinois Department of Natural Resources is inviting applications for the following position:

Position Title: Site Technician II **Monthly Salary Range:** $3,371.00 -- $4,826.00

Position Location: Hennepin Canal State Trail, 16006 875 E. Street, Sheffield, IL 61361 (Bureau County)

Work Schedule: Through February 28: Monday - Friday: 7:30 am – 3:30 pm, ½ hour lunch. Saturday & Sunday off.
Beginning March 1: Starts a weekend rotation.

Description of Duties

Under direct supervision, participates in the maintenance and operation of the Hennepin Canal Parkway and its satellites, by carrying out semi-skilled work in the maintenance of site buildings, furniture, fixtures, equipment, and grounds and/or regularly operates equipment associated with facility operations.

Desirable Education, Training and Experience

Requires education and experience equivalent to high school graduation and two year's maintenance or farming experience preferably associated with the building trades and/or the operation of heavy equipment and machinery; possession of a valid Class A Illinois Commercial Driver's License; working knowledge of tools and equipment used in the trades and/or the operation of heavy equipment or farm machinery and implements and/or warehousing; ability to follow written and oral instructions; ability to inform visitors of site facilities, programs, rules and regulations; physical ability to operate and maintain tools, equipment and materials utilized in the maintenance, repair and care of site resources, artifacts, buildings and grounds; ability to lift, carry, and transport loads which may exceed sixty pounds; ability to walk over rough and broken terrain; and ability to withstand exposure to the elements on a year round basis.

This position requires possession of a valid Class A Illinois Commercial Driver's License The employee/applicant shall provide proof of possession of the valid Class A Illinois Commercial Driver's License at the time the bid is submitted in order to be considered qualified and eligible for the position. If the eligible bidder selected for this position has not previously held a position requiring a Commercial Driver's License, he/she must pass a pre-employment drug test which will be scheduled by the Department. If the eligible bidder is unable to pass such test, he/she will not be considered qualified or eligible for the position.

PLEASE PROVIDE A COPY OF YOUR CLASS 'A' CDL WITH YOUR APPLICATION

Where to Apply: Dave Hahne 16006 875 E. Street, Sheffield, IL 61361 815.454.2328

Name	Address	Phone

(*SEE NOTE)
Bargaining unit employees interested in bidding for this position should complete a Bid Form, attach it to an application, and submit it directly to the name and address listed above. Bid Forms may be obtained at any Department of Natural Resources facility. Employees wishing to transfer must submit a Transfer Request before the last date to apply, listed below. Effective immediately, faxed applications will no longer be accepted.

***NOTE: In addition, employees who are interested in a promotion into this position must have a promotional grade. If you do not already have a promotional grade for this title, complete a Promotional Examination Application(CMS100B) and sent it directly to the Examining Division, 500 William G. Stratton Building, Springfield, Illinois 62706. In order to be considered for this vacancy, the CMS100B must be mailed to the Examining Division no later than the date listed below as the last day to apply.**

The Department of Natural Resources does not discriminate on the basis of race, color, sex, national origin, age, religion, handicap, sexual orientation, marital or parental status, physical stature and/or any non-merit factor in admission, treatment or employment in programs or activities in compliance with the Illinois Human Rights Act, the Illinois Constitution, Title VI of the 1964 Civil Rights Acts, Section 504 of the Rehabilitation Act of 1973, as amended, and the U.S. Constitution. The Equal Employment Opportunity Office is responsible for compliance and may be reached at 217/785-0067.

DATE POSTED: November 24, 2014 LAST DATE TO APPLY: December 9, 2014

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