



NEW JERSEY DEPARTMENT OF TRANSPORTATION  
Public Posting

**POSTING #:** 19-00039

**TITLE:** Engineer Trainee, Transportation (Civil)

**ISSUE DATE:** 1/17/2019

**TITLE CODE:** 16270

**CLOSING DATE:** 2/28/2019

**DIVISION:** Capital Program Management

**LOCATION:** Ewing

**UNIT:** Right of Way & Access Management

**SALARY:** \$55,420.53

Jersey Department of Transportation (NJDOT) is seeking applications for candidates for the position of **Engineer Trainee Transportation (ETT)** within the Division of Capital Program Management. Engineer Trainees are assigned a 40 - hour work week. Current starting salary is \$55,420 and \$57,557 after six months. As a NJ State Department, NJDOT offers a comprehensive benefits package including Health Care (medical, prescription drug, dental and vision care), Pension, Deferred Compensation, 12 paid holidays, and Benefit Leave (12 vacation days, 15 sick days and 3 administrative days). Standard workweek is Monday through Friday.

**This posting is recruiting for positions in multiple units within Right of Way & Access Management. If you are found to be eligible for this position, a Preference Form will be provided to you in which you must specify which units you are interested in being considered for.**

**Work experience within this unit MAY NOT qualify as approved Design Experience for the issuance of a NJ PE License.**

**DESCRIPTION**

**Major Access Permits**

The Division of Right of Way and Access Management (ROWAM) is responsible for acquiring and taking possession of Real Estate for transportation purposes in support of the delivery of the Capital Program. Right of Way Acquisition includes property appraisals, appraisal registration, acquisition through bona fide negotiations, the eminent domain process (condemnation), if necessary, relocation of families and businesses, title clearances and closings. As the real estate arm of the Department, the Division provides related services to other areas within the Department. Right of Way has the oversight responsibility for Federal Highway Administration (FHWA) in providing Right of Way clearance letters to municipalities and counties for Federally Funded projects administered through the Department's Local Aid Units.

The appointee will be trained to be a Case Manager who will review access and street intersection applications to determine if they are in conformance with the Access Code. They will be trained to perform all work activities related to Major Access Permits, including pre - application meetings, field investigations, plan reviews, traffic impact study reviews, and issuing access permits.

**Access Design & ROW**

ROWAM regulates highway access through a permitting process, in accordance with the New Jersey State Highway Access Management Code. ROWAM implements the Access code with regards to adjustment, modification, and revocation of access permits and driveways required by Department projects and provides input for the preparation of access documents. Also, ROWAM regulates and issues permits for Outdoor Advertising in conformance with State law and the federal agreement. The Division through Outdoor Advertising assists in improving statewide communications systems by making DOT properties available for wireless communications infrastructures through Master Agreements with carriers and site licenses.

The appointee to Access Design & ROW Engineering section will work on and learn in - house projects on CADD. Assist in the review of consultant ROW and access plans. Also assist the engineers in processing access cases on capital projects. They will learn all review and production functions of the office so they will be able to assist the other engineers on any phase of a project.

## REQUIREMENTS

Graduation from an accredited college or university with a Bachelor's Degree in **Civil Engineering**.

**Note:** Possession of a valid Professional Engineer's License issued by the New Jersey State Board of Professional Engineers and Land Surveyors may be substituted for the Bachelor's degree in Engineering.

**Note:** An Engineer - In - Training (EIT) certification issued by the Division of Consumer Affairs, New Jersey Office of the Attorney General may be substituted for the above education requirement. Applicants must submit proof of the EIT certification and the Fundamentals of Engineering (FE) exam results. The area of discipline indicated on the FE exam results (e.g., Civil, Electrical and Computers, Chemical, Industrial and Systems, Environmental, Mechanical, and Other Disciplines) must be appropriate to the position.

For more information regarding this position, please refer to: <http://info.csc.state.nj.us/jobspec/16270.htm>

**License:** Appointee will be required to possess a Driver's License valid in New Jersey.

**Work Authorization:** Applicants must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services regulations. NJDOT does not provide sponsorship or accept student OPT/CPT programs, F1 or H1B work authorization visas.

**Residency:** All persons hired on or after September 1, 2011 have one year from the date of appointment to establish, and then maintain, principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14 - 7 (P.L. 2011, c. 70), also known as the "New Jersey First Act."

## TO APPLY

**You must apply through the NJDOT website at: <https://www.state.nj.us/transportation/about/employ/openings.shtm>**

Submit a complete packet by the closing date that includes the following documents:

- NJ State Application for Employment (Application and instructions can be found at link above)
- Letter of interest
- Current resume
- Copy of unofficial transcript OR foreign degree evaluation that verifies degree in Civil Engineering was awarded

**NJDOT Employees:** Submit a letter of interest and current resume **only** by closing date to [DOT.NJDOTJOBS@dot.nj.gov](mailto:DOT.NJDOTJOBS@dot.nj.gov).

## IMPORTANT NOTES

**Applying to Multiple Positions:** If applying to multiple opportunities, only **ONE** application packet need be submitted. In your letter of interest, include a list of all the posting numbers you are interested in (example: 19 - 00031, 19 - 0032, 19 - 00040).

Once we review your application, if you are found to be eligible for this position. we will provide you with a Preference Form so that you can specify which specific units within each Division you would like to be considered for. The Preference Form will serve as the official record of which positions NJDOT will consider you for.

**Proof of Degree:** You must provide transcript or evaluation of your **UNDERGRADUATE** degree. Foreign degree evaluation must be evaluated by a USA recognized evaluation service and include your course - by - course evaluation.

**Incomplete Packets:** Applicants MAY NOT be considered if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically. Applicants will be selected for an interview on the basis of their application/resume.

**Anticipated Graduation:** NJDOT will accept applications from students anticipating graduation in May 2019. No offer of employment will be made without proof of degree.

**Current State employees:** Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

**New Jersey Is An Equal Opportunity Employer**