

ENGINEERING TECHNICIAN – Village of Addison, Community Development Department.

Salary Range: **\$78,553 - \$108,736**. The Village will hire a candidate within this range depending on their qualifications.

SUMMARY OF THE POSITION

The Human Resources Division of the Village of Addison is accepting applications to fill one (1) vacancy in the at-will, F.L.S.A non-exempt, full-time position of Engineering Technician in the Village of Addison Community Development Department. The primary responsibility of the Engineering Technician is to complete work of a technical nature, where worthy written and interpersonal skills are required. The Engineering Technician works 37.5 hours a week, generally 7.5 hours each day between 8 a.m. – 5 p.m., Monday – Friday. The Engineering Technician may be on call 24-hours a day for emergency inspections and is expected to work overtime in the necessary capacity to perform job duties. The Engineering Technician position requires engineering-specific work such as performing calculations, plan reviews, and inspections. The Engineering Technician will perform roadwork and utility quantity calculations, engineering-related plan reviews and inspections of site work on business, commercial, industrial, and residential properties to ensure compliance with all Village building, zoning, engineering, storm-water, floodway/floodplain, construction, and life safety codes. The Engineering Technician will be required to obtain job-related certifications, as directed by the Village, to gain certain necessary skills for the position. Work is of average difficulty and is reviewed for progress and conformance to established procedures by the Director of Community Development and/or his designee.

WHY SHOULD YOU APPLY FOR THIS POSITION?

- The maximum pay for this position is within the top 25% of pay for comparable positions in 13 communities around the Village of Addison.
- Eligible employees receive an annual, general-wage-adjustment of 3% in 2023 and 2024, and an annual merit increase of 3% until they reach the maximum step in their grade; that's a 6% increase in pay within a year of hire.
- Employees can choose from three (3) medical plans with Blue Cross/Blue Shield, dental insurance with Delta Dental and vision insurance with VSP. They also have an option of participating in over six (6) voluntary benefit plans.
- ***Employees who choose the high deductible health plan/health savings account pay nothing for insurance coverage for themselves and eligible dependents. Further, participants in the the high deductible health plan will have their health savings accounts funded by the Village of Addison at: \$3,900 for single coverage; \$5,900 for employee + 1 coverage, and \$7,800 for family coverage on an annual basis.***
- Full-time employees receive two (2) times their annual salary in life insurance at no cost.
- Tuition reimbursement is available and approved training paid for by the Village of Addison.
- Work/life balance is strongly supported in Addison.
- Average tenure of current employees is over 11 years.

HOW TO APPLY FOR THE POSITION

Applications can be obtained at the Village Hall either in the Administration Department, Room 2100, or downloaded from the Village's website at www.addisonadvantage.org. Applicants will be notified by letter

of the test date for this position, where applicable. All completed applications must be directed to the Director of Human Resources/Risk Management, either via regular mail at 1 Friendship Plaza, Addison, Illinois 60101, emailed to voajobs@addison-il.org, or submitted personally to the Administration Department, Room 2100 of the Village Hall by no later than **5pm, January 26, 2024**. Also, applications submitted after the deadline will **NOT** be accepted. Only one (1) application per person, per testing cycle is accepted.

To see more about the position and its duties, click here:

https://www.addisonadvantage.org/visitors/job_opportunities/index.php#EngTech

For a list of benefits offered for this position, click here:

https://cms6.revize.com/revize/addisonil/document_center/Government/BENEFIT%20SUMMARY%20SH EET%20NOVEMBER%202023.pdf

