



DATE: FEBRUARY 01, 2016  
DT1600035  
PAGE: 1

ADMINISTRATIVE SERVICES ASSISTANT I  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES  
MANAGEMENT SERVICES  
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: THE ADMINISTRATIVE SERVICES ASSISTANT 1 SERVES AS THE MOTORCYCLE SAFETY TRAINING COORDINATOR FOR THE GOVERNOR'S HIGHWAY SAFETY PROGRAM. THIS POSITION IS RESPONSIBLE FOR A PROGRAM WHICH INCLUDES ASPECTS OF PUBLIC RELATIONS, PROGRAM PROMOTION, AND PUBLIC AWARENESS INITIATIVES. ASSIST IN SETTING BUDGETS FOR STATE AND FEDERAL FUNDING. ASSIST IN DEVELOPING POLICIES AND PROCEDURES IN ACCORDANCE WITH NATIONAL AND STATE STANDARDS. PERFORM ON-SITE MONITORING OF THE PROGRAM, EVALUATE AND PREPARE REPORTS OF FINDINGS. COMPILE AND ANALYZE DATA OF STUDENT REGISTRATIONS AND PROGRAM. PREPARE REQUEST FOR PURCHASES AND VENDOR CONTRACTS. MUST POSSESS COMPUTER SKILLS (MICROSOFT OFFICE, EXCEL, WORD, ETC.), ADULT EDUCATION, PUBLIC SPEAKING, PROGRAM MARKETING, AND MOTORCYCLE TRAINING SITE MANAGEMENT EXPERIENCE IS HELPFUL. MUST POSSESS A VALID WV DRIVER'S LICENSE AND A MOTORCYCLE ENDORSEMENT. WITHIN 6 MONTHS, MUST POSSESS A CDL ENDORSEMENT ON DRIVER'S LICENSE. WITHIN THE FIRST YEAR, MUST OBTAIN RIDER COACH CERTIFICATION. ADDITIONAL DUTIES AS REQUIRED. ALL APPLICANTS ARE SUBJECT TO A BACKGROUND INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM AN ACCREDITED COLLEGE OR UNIVERSITY. PREFERENCE MAY BE GIVEN TO CANDIDATES WITH A MAJOR IN THE AREA OF PUBLIC OR BUSINESS ADMINISTRATION, ACCOUNTING, INDUSTRIAL RELATIONS, COMMUNICATIONS OR RELATED FIELD. SUBSTITUTION: ADDITIONAL QUALIFYING EXPERIENCE AS DESCRIBED BELOW MAY BE SUBSTITUTED ON A YEAR-FOR-YEAR BASIS FOR THE REQUIRED TRAINING. EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EMPLOYMENT IN A TECHNICAL OR

DATE: FEBRUARY 01, 2016  
DT1600035  
PAGE: 2

ADVANCED CLERICAL POSITION PROVIDING  
ADMINISTRATIVE SERVICES SUCH AS ACCOUNTING,  
BUDGETING, PROJECT MONITORING AND REPORTING,  
PERSONNEL, OR PROCUREMENT AND PROPERTY  
EXPERIENCE.

MUST HAVE BEEN AT THE OFFICE ASSISTANT III OR  
ACCOUNTING ASSISTANT III LEVEL OR HIGHER.

SUBSTITUTION: SUCCESSFUL COMPLETION OF GRADUATE  
STUDY IN AN ACCREDITED COLLEGE OR UNIVERSITY IN  
ONE OF THE ABOVE FIELDS MAY BE SUBSTITUTED FOR THE  
REQUIRED EXPERIENCE ON A YEAR-FOR-YEAR BASIS.

SALARY: PAY GRADE 010 \$23,724.00 - \$43,896.00

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
BOB TIPTON  
DIV OF MOTOR VEHICLES  
5707 MACCORKLE AVENUE, SE  
SUITE 200  
CHARLESTON, WV 25317

PLEASE INCLUDE POSTING NUMBER DT1600035 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DT1600070  
PAGE: 1

OFFICE ASSISTANT III  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES  
MANAGEMENT SERVICES  
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, IS RESPONSIBLE FOR PROCESSING INCOMING VEHICLE RENEWALS, INVOLVING INTERPRETATION OF DMV POLICIES AND PROCEDURES. RESPONSIBLE FOR REVIEWING DOCUMENTS SUBMITTED FOR ACCURACY/PROCESSING THE NECESSARY TRANSACTION FOR ISSUANCE OF REGISTRATIONS/DECALS AND RETURN TO CUSTOMERS. THIS POSITION WILL SERVE AS A LEAD CLERICAL WORKER IN THE RECEIVING AND PROCESSING UNIT. WILL TRAIN EMPLOYEES ON WORK PROCESSES AND POLICIES AND PROCEDURES AS REQUIRED. AUDIT VEHICLE RENEWALS FROM THE 55 SHERIFF'S OFFICES STATEWIDE. PREPARES CHECKS FOR DEPOSITS WITH THE STATE TREASURER'S OFFICE (VIA THE ACCOUNTING SECTION). PROCESS TITLES/TITLE DOCUMENTS. POSITION MAY BE RESPONSIBLE FOR RECEIVING, SORTING, DISTRIBUTING INCOMING MAIL FOR THE CENTRAL OFFICE OF DMV. WILL AT TIMES PICK UP MAIL FROM THE US POST OFFICE AND OPERATE A POSTAGE MACHINE. MUST BE ABLE TO LIFT 25 POUNDS. ASSIST SUPERVISOR WITH COMPILATION OF REPORTS AND SPREADSHEETS FOR RECORDKEEPING PURPOSES. OTHER DUTIES AS REQUIRED. A VALID WV DRIVER'S LICENSE IS REQUIRED. APPLICANTS ARE SUBJECT TO BACKGROUND INVESTIGATION. THE WORK HOURS FOR THIS POSITION WILL BE FROM 7:00 A.M. TO 3:00 P.M. DAILY (MONDAY THROUGH FRIDAY).

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: FOUR (4) YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE PERFORMING ROUTINE OFFICE WORK.  
SUBSTITUTION: COLLEGE HOURS, RELATED BUSINESS SCHOOL, OR VOCATIONAL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR THE REQUIRED

DATE: FEBRUARY 01, 2016  
DT1600070  
PAGE: 2

EXPERIENCE.

SALARY: PAY GRADE 007 \$20,472.00 - \$37,884.00

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
JERRY CONRAD  
WV DIVISION OF MOTOR VEHICLES  
5707 MACCORKLE AVE., SE  
CHARLESTON, WV 25317

PLEASE INCLUDE POSTING NUMBER DT1600070 ON APPLICATION

DATE: FEBRUARY 01, 2016

DOT1601104

PAGE: 1

HIGHWAY EQUIPMENT SPECIALIST  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
EQUIPMENT DIVISION  
UPSHUR BROOKE HANCOCK MARSHALL  
OHIO TYLER WETZEL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: HESPEC - PREPARES AND PRESENTS TRAINING MATERIAL AND CLASSES FOR EQUIPMENT OPERATOR TRAINING TO DIVISION OF HIGHWAYS EQUIPMENT OPERATORS. TRAINING WILL BE DELIVERED ON A REGIONAL BASIS IN DISTRICT 6 ON A STATE-WIDE BASIS AS REQUIRED. THIS TRAINING CONSIST OF BOTH CLASSROOM INSTRUCTION AND PRACTICAL FIELD EXERCISES ON THE DESIGN, SAFETY, PREVENTIVE MAINTENANCE AND OPERATION OF HEAVY EQUIPMENT. RESPONSIBLE FOR DIRECTING THE OPERATING PERFORMANCE OF THE OPERATORS TO ENSURE SAFE OPERATION OF EQUIPMENT. MUST HAVE THE ABILITY TO PRESENT MATERIAL IN A CLEAR AND CONSIDE MANNER. POSITION REQUIRED FREQUENT TRAVEL. A COMMERCIAL DRIVER'S LICENSE AND ONE OR MORE EQUIPMENT OPERATOR CERTIFICATIONS FROM THE INTERNATIONAL UNION OF OPERATING ENGINEERS IS ALSO REQUIRED. VARIOUS RELATED DUTIES AS REQUIRED.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE:  
FOR EQUIPMENT REPAIR: FOUR YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN VEHICLE AND HIGHWAY EQUIPMENT REPAIR, IN PURCHASING, PROCUREMENT OR INVENTORY CONTROL OF VEHICLE AND HIGHWAY EQUIPMENT OR AS AN AUTOMOTIVE SERVICE MANAGER.  
FOR EQUIPMENT OPERATION AREA: FOUR YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN THE OPERATION OF HIGHWAY EQUIPMENT.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL EDUCATION PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 HOURS MAY SUBSTITUTE FOR ONE YEAR OF THE REQUIRED EXPERIENCE

DATE: FEBRUARY 01, 2016  
DOT1601104  
PAGE: 2

IN THE AREA OF EQUIPMENT REPAIR.

SALARY: PAY GRADE 010 \$23,724.00 - \$43,896.00

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
TRAVIS L. RAY  
WVDOH - EQUIPMENT DIVISION ACTING DIRECTOR  
PO BOX 610  
83 BRUSHY FORK ROAD CROSSING  
BUCKHANNON, WV 26201

PLEASE INCLUDE POSTING NUMBER DOT1601104 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DOT1601131  
PAGE: 1

PROGRAMMER ANALYST II  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
INFORMATION SERVICES DIVISION  
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: PROANL2 - UNDER GENERAL SUPERVISION, PERFORMS A FULL RANGE OF COMPUTER PROGRAMMING WORK EITHER INDEPENDENTLY OR AS A PROJECT TEAM MEMBER. WILL BE REQUIRED TO PERFORM TASKS ASSOCIATED WITH IMPLEMENTING AND MAINTAINING OF THE WEBMASTER DUTIES FOR THE DOT'S WEBSITE AND INTERNET, BOTH OF WHICH USE SHAREPOINT AS THE BACKEND. CREATE AND UPDATE WEB PAGES/WEBSITES USING TECHNOLOGIES AND LANGUAGES SUCH AS ASP.NET, HTML, JAVASCRIPT, CSS, VISUAL BASIC, C# AND KML. ASSIST CONTENT EDITORS WHEN THEY HAVE ISSUES WITH WEBSITE. MAINTAINS THE DOT'S FTP SERVER WHICH RUNS WS FTP SERVER. USES GE FACILITY COMMANDER WNX TO MANAGE SECURITY ACCESS TO DOH INFORMATION SERVICES OFFICES AND SERVER ROOMS AND ALSO THE DOH PARKING FACILITIES. CONDUCTS RESEARCH, TESTING AND IMPLEMENTATION OF THE NEW WEB TECHNOLOGIES, CAMPAIGNS AND WEBSITE FUNCTIONAL CHANGES. INTEGRATES WEB CAMS FROM VARIOUS STATE BRIDGE STATE PROJECTS INTO WVDOT INTERNET. MODIFIES, UPDATES AND MAINTAINS SRIC IN-HOUSE DEVELOPED APPLICATION. ASSIST WITH DESIGN OF INTERFACES TO WVDOT/DOH DATABASES, ENSURING EFFICIENT AND ACCURATE FLOW/ACCESSIBILITY. A VALID DRIVERS LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: BACHELOR'S DEGREE FROM AN ACCREDITED COLLEGE OR UNIVERSITY IN COMPUTER SCIENCE OR RELATED FIELD INCLUDING BUT NOT LIMITED TO BUSINESS DATA PROGRAMMING, BUSINESS SYSTEMS ANALYSIS, COMPUTER ACCOUNTING, COMPUTER AND INFORMATION SYSTEMS, COMPUTER SERVICING TECHNOLOGIES, INFORMATION SYSTEMS MANAGEMENT, DATA PROCESSING, OR COMPUTER ENGINEERING. (OR) AN ASSOCIATE'S DEGREE FROM AN ACCREDITED COLLEGE, UNIVERSITY OR BUSINESS SCHOOL IN COMPUTER SCIENCE

DATE: FEBRUARY 01, 2016  
DOT1601131  
PAGE: 2

OR RELATED FIELD INCLUDING BUT NOT LIMITED TO BUSINESS DATA PROGRAMMING, BUSINESS SYSTEMS ANALYSIS, COMPUTER ACCOUNTING, COMPUTER AND INFORMATION SYSTEMS, COMPUTER SERVICING TECHNOLOGIES, INFORMATION SYSTEMS MANAGEMENT, DATA PROCESSING, OR COMPUTER ENGINEERING AND EIGHTEEN MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID COMPUTER PROGRAMMING EXPERIENCE IN ONE OR MORE PROGRAMMING OR DATA BASE LANGUAGES.

SUBSTITUTION: THREE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID COMPUTER PROGRAMMING EXPERIENCE IN ONE OR MORE PROGRAMMING OR DATA BASE LANGUAGES MAY SUBSTITUTE FOR THE REQUIRED TRAINING.

EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID COMPUTER PROGRAMMING EXPERIENCE IN ONE OR MORE PROGRAMMING OR DATA BASE LANGUAGES, INCLUDING ONE YEAR OF ANALYSIS WORK.

SALARY: PAY GRADE 018 \$37,140.00 - \$68,712.00

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
KIM ASSEFF  
DIRECTOR, INFORMATION SERVICES DIVISION  
BLDG 5, ROOM A-719  
1900 KANAWHA BLVD., EAST  
CHARLESTON, WV 25305

PLEASE INCLUDE POSTING NUMBER DOT1601131 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DT1600621  
PAGE: 1

STOREKEEPER III  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT SIX  
MARSHALL COUNTY HEADQUARTERS  
MARSHALL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: STKPR3-UNDER GENERAL SUPERVISION, LEADS AND PARTICIPATES IN THE ORDERING, RECEIVING, RECORDING, STORING AND SHIPPING OF MATERIALS. RECONCILES PHYSICAL AND DOCUMENTED INVENTORIES. MONITORS VOLUME OF SUPPLIES TO ENSURE ADEQUATE STOCK IS ON HAND. WILL BE RESPONSIBLE FOR THE USE AND RECONCILIATION PROCESS OF A STATE PURCHASING CARD. EXPEDITES THE PURCHASE OF EMERGENCY SUPPLIES AND EQUIPMENT. MAY TRAIN OR OVERSEE THE WORK OF LOWER CLASSIFICATION. PERFORMS OTHER RELATED DUTIES AS REQUIRED. A VALID DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD FOUR-YEAR HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: FOUR YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE AS A STOCK CLERK, OR IN A CLERICAL CAPACITY IN CONNECTION WITH LARGE-SCALE WAREHOUSE OPERATIONS, OR IN HANDLING MATERIALS.

SALARY: PAY GRADE 007 \$20,472.00 - \$37,884.00

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
GHASSAN SUWAID  
WVDOH - DISTRICT SIX  
1 DOT DRIVE  
MOUNDSVILLE, WV 26041

PLEASE INCLUDE POSTING NUMBER DT1600621 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DT1600622  
PAGE: 1

STOREKEEPER III  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT SIX  
WETZEL COUNTY HEADQUARTERS  
WETZEL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: STKPR3-UNDER GENERAL SUPERVISION, LEADS AND PARTICIPATES IN THE ORDERING, RECEIVING, RECORDING, STORING AND SHIPPING OF MATERIALS. RECONCILES PHYSICAL AND DOCUMENTED INVENTORIES. MONITORS VOLUME OF SUPPLIES TO ENSURE ADEQUATE STOCK IS ON HAND. WILL BE RESPONSIBLE FOR THE USE AND RECONCILIATION PROCESS OF A STATE PURCHASING CARD. EXPEDITES THE PURCHASE OF EMERGENCY SUPPLIES AND EQUIPMENT. MAY TRAIN OR OVERSEE THE WORK OF LOWER CLASSIFICATION. PERFORMS OTHER RELATED DUTIES AS REQUIRED. A VALID DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD FOUR-YEAR HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: FOUR YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE AS A STOCK CLERK, OR IN A CLERICAL CAPACITY IN CONNECTION WITH LARGE-SCALE WAREHOUSE OPERATIONS, OR IN HANDLING MATERIALS.

SALARY: PAY GRADE 007 \$20,472.00 - \$37,884.00

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
GHASSAN SUWAID  
WVDOH - DISTRICT SIX  
1 DOT DRIVE  
MOUNDSVILLE, WV 26041

PLEASE INCLUDE POSTING NUMBER DT1600622 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DT1600625  
PAGE: 1

TRANSPORTATION WORKER 3  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT SIX  
MARSHALL COUNTY HEADQUARTERS  
MARSHALL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW3CRCH-PARTICIPATES AND SERVES AS A LEAD WORKER  
IN A CREW PERFORMING MAINTENANCE AND REPAIR OF  
HIGHWAYS. ASSISTS IN THE SCHEDULING OF MAINTENANCE  
OR REPAIR PROJECTS. COORDINATES EQUIPMENT AND  
DETERMINES MATERIALS NEEDED. ASSIGNS DUTIES TO  
CREW MEMBERS AND LEADS CREWS IN COMPLETION OF  
PROJECTS. OVERSEES WORK PERFORMED BY THE CREW.  
KEEPS RECORDS OF MATERIALS, TIME, EQUIPMENT, AND  
ATTENDANCE. CHECKS COMPLAINTS ON ROADS AND  
INSPECTS HIGHWAYS TO DETERMINE NEEDED REPAIR WORK.  
MAY BE EXPOSED TO INCLEMENT WEATHER AND HAZARDOUS  
CONDITIONS. PERFORMS RELATED DUTIES AS REQUIRED.  
CDL REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: FOUR YEARS OF FULL-TIME OR EQUIVALENT  
PART-TIME PAID OR NON-PAID EXPERIENCE AUTOMOTIVE  
BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION  
OR REPAIR, HIGHWAY MAINTENANCE WORK OR METAL WORK  
OR IN BUILDING EQUIPMENT REPAIR INCLUDING WORK IN  
HEATING, VENTILATION AND COOLING; (OR) TWO YEARS  
OF FULL-TIME OR EQUIVALENT PART-TIME PAID  
EMPLOYMENT IN BRIDGE OR STRUCTURAL STEEL  
CONSTRUCTION;  
(OR) TWO YEARS OF FULL-TIME OR EQUIVALENT PART-  
TIME PAID EXPERIENCE IN CORE DRILLING, OIL OR GAS  
DRILLING OR SURFACE MINING REQUIRING THE OPERATION  
OF DRILLING EQUIPMENT OR AUGER;  
(OR) TWO YEARS AS A TRANSPORTATION WORKER II-  
BRIDGE MAINTENANCE WORKER.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN  
APPROVED VOCATIONAL SCHOOL PROGRAM IN  
AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS  
MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED

DATE: FEBRUARY 01, 2016  
DT1600625  
PAGE: 2

EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR, HIGHWAY MAINTENANCE, AND CORE DRILLING AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREA AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 12H \$11.41 - \$20.11

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
GHASSAN SUWAID  
WVDOH - DISTRICT SIX  
1 DOT DRIVE  
MOUNDSVILLE, WV 26041

PLEASE INCLUDE POSTING NUMBER DT1600625 ON APPLICATION

DATE: FEBRUARY 01, 2016

DT1600825

PAGE: 1

TRANSPORTATION WORKER 2  
CLASSIFIED POSITION VACANCIES 002

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT 8  
POCAHONTAS COUNTY HEADQUARTERS  
POCAHONTAS

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP - UNDER GENERAL SUPERVISION, EMPLOYEE WILL OPERATE MEDIUM-SIZED EQUIPMENT SUCH AS FRONT END LOADER, GUARDRAIL OR FLAILMOWER, TANDEM OR SINGLE AXLE DUMP TRUCKS, SNOW PLOW AND SPREADERS USED IN THE MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE OTHER RELATED HIGHWAY EQUIPMENT AS TRAINING PERMITS. PERFORMS RELATED WORK AS REQUIRED SUCH AS FLAGGING, SHOVELING MATERIALS, CLEANING CULVERTS, MOWING, BRUSH CUTTING, LITTER PICKUP, CLEANING EQUIPMENT, AND JANITORIAL WORK. MAKES MINOR MECHANICAL REPAIRS SUCH AS CHANGING TIRES, BLADES, OR FILTERS. WILL BE EXPOSED TO HAZARDOUS WORKING CONDITIONS SUCH AS HIGH SPEED TRAFFIC AND INCLEMENT WEATHER. PERFORMS RELATED WORK AS REQUIRED. CDL REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL

DATE: FEBRUARY 01, 2016  
DT1600825  
PAGE: 2

SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE. SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/ COMPLETION OF AN APPROVED TRAINING COURSE IN SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY MAINTENANCE AND BRIDGE MAINTENANCE, AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREAS AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 - \$18.69

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
JAMES A. ROSSI  
WVDOH - DISTRICT EIGHT  
PO BOX 1516  
ELKINS, WV 26241

PLEASE INCLUDE POSTING NUMBER DT1600825 ON APPLICATION

DATE: FEBRUARY 01, 2016

DT1600829

PAGE: 1

TRANSPORTATION WORKER 2  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT 8  
PENDLETON COUNTY HEADQUARTERS  
PENDLETON

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP - UNDER GENERAL SUPERVISION, EMPLOYEE WILL OPERATE MEDIUM-SIZED EQUIPMENT SUCH AS FRONT END LOADER, GUARDRAIL OR FLAILMOWER, TANDEM OR SINGLE AXLE DUMP TRUCKS, SNOW PLOW AND SPREADERS USED IN THE MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE OTHER RELATED HIGHWAY EQUIPMENT AS TRAINING PERMITS. PERFORMS RELATED WORK AS REQUIRED SUCH AS FLAGGING, SHOVELING MATERIALS, CLEANING CULVERTS, MOWING, BRUSH CUTTING, LITTER PICKUP, CLEANING EQUIPMENT, AND JANITORIAL WORK. MAKES MINOR MECHANICAL REPAIRS SUCH AS CHANGING TIRES, BLADES, OR FILTERS. WILL BE EXPOSED TO HAZARDOUS WORKING CONDITIONS SUCH AS HIGH SPEED TRAFFIC AND INCLEMENT WEATHER. PERFORMS RELATED WORK AS REQUIRED. CDL REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL

DATE: FEBRUARY 01, 2016

DT1600829

PAGE: 2

SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE. SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/ COMPLETION OF AN APPROVED TRAINING COURSE IN SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY MAINTENANCE AND BRIDGE MAINTENANCE, AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREAS AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 - \$18.69

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
JAMES A. ROSSI  
WVDOH - DISTRICT EIGHT  
PO BOX 1516  
ELKINS, WV 26241

PLEASE INCLUDE POSTING NUMBER DT1600829 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DT1600927  
PAGE: 1

TRANSPORTATION WORKER 2  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT 9  
I64, SECTION 8 HEADQUARTERS  
GREENBRIER

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP - UNDER GENERAL SUPERVISION, EMPLOYEE WILL OPERATE MEDIUM-SIZED EQUIPMENT SUCH AS FRONT END LOADER, GUARDRAIL OR FLAIL MOWER, TANDEM OR SINGLE AXLE DUMP TRUCKS, SNOW PLOW AND SPREADERS USED IN THE MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE OTHER RELATED HIGHWAY EQUIPMENT AS TRAINING PERMITS. PERFORMS RELATED WORK AS REQUIRED SUCH AS FLAGGING, SHOVELING MATERIALS, CLEANING CULVERTS, MOWING, BRUSH CUTTING, LITTER PICKUP, CLEANING EQUIPMENT, AND JANITORIAL WORK. MAKES MINOR MECHANIC REPAIRS SUCH AS CHANGING TIRES, BLADES, OR FILTERS. MAY BE EXPOSED TO HAZARDOUS WORKING CONDITIONS AND INCLEMENT WEATHER. A VALID COMMERCIAL DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL

DATE: FEBRUARY 01, 2016  
DT1600927  
PAGE: 2

SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE. SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/ COMPLETION OF AN APPROVED TRAINING COURSE IN SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY MAINTENANCE AND BRIDGE MAINTENANCE, AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREAS AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 \$18.69

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
STEVEN B. COLE  
WVDOH - DISTRICT NINE  
146 STONEHOUSE ROAD  
LEWISBURG, WV 24901

PLEASE INCLUDE POSTING NUMBER DT1600927 ON APPLICATION

DATE: FEBRUARY 01, 2016  
DT1600928  
PAGE: 1

TRANSPORTATION WORKER 2  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT 9  
CORRIDOR L, SECTION 1 HEADQUARTERS  
FAYETTE

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP - UNDER GENERAL SUPERVISION, EMPLOYEE WILL OPERATE MEDIUM-SIZED EQUIPMENT SUCH AS FRONT END LOADER, GUARDRAIL OR FLAIL MOWER, TANDEM OR SINGLE AXLE DUMP TRUCKS, SNOW PLOW AND SPREADERS USED IN THE MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE OTHER RELATED HIGHWAY EQUIPMENT AS TRAINING PERMITS. PERFORMS RELATED WORK AS REQUIRED SUCH AS FLAGGING, SHOVELING MATERIALS, CLEANING CULVERTS, MOWING, BRUSH CUTTING, LITTER PICKUP, CLEANING EQUIPMENT, AND JANITORIAL WORK. MAKES MINOR MECHANIC REPAIRS SUCH AS CHANGING TIRES, BLADES, OR FILTERS. MAY BE EXPOSED TO HAZARDOUS WORKING CONDITIONS AND INCLEMENT WEATHER. A VALID COMMERCIAL DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL

DATE: FEBRUARY 01, 2016  
DT1600928  
PAGE: 2

SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE. SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/ COMPLETION OF AN APPROVED TRAINING COURSE IN SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY MAINTENANCE AND BRIDGE MAINTENANCE, AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREAS AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 - \$18.69

DEADLINE: FEBRUARY 10, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
STEVEN B. COLE  
WVDOH - DISTRICT NINE  
146 STONEHOUSE ROAD  
LEWISBURG, WV 24901

PLEASE INCLUDE POSTING NUMBER DT1600928 ON APPLICATION