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CUSTOMER SERVICE REPRESENTATIVE
CLASSIFIED POSITION VACANCIES 001

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

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: CSVREP- THE CUSTOMER SERVICE REPRESENTATIVE IN THE SPECIAL PLATES SECTION OF VEHICLE SERVICES WILL ASSIST CUSTOMERS VIA TELEPHONE, IN PERSON AND BY E-MAIL AND WRITTEN CORRESPONDENCE REGARDING TITLES AND REGISTRATIONS FOR VEHICLES AND BOATS. ASSIST IN PROCESSING SALVAGE AND GOVERNMENT VEHICLE TITLES. APPROVE OR DENY APPLICATIONS FOR TITLES, CHECK FOR APPROPRIATE DOCUMENTATION AND FEES, AS WELL AS LIENS, CORRECT REASSIGNMENTS, SIGNATURES, ETC. ADVISE THE CUSTOMERS OF REQUIREMENTS AND FEES AND RETURN TITLE WORK WITH INSTRUCTIONS FOR FURTHER ACTION. ASSIGN TITLE/PLATE NUMBERS, ENTER DATA INTO THE SYSTEM AND VERIFY THE WORK. WILL MAIL PLATES/REGISTRATIONS. PROCESS APPLICATIONS TRANSACTIONS AND RECONCILE THE PAYMENTS FOR THE DEPOSIT. ASSIST WITH TRAINING NEW EMPLOYEES. PERFORM RELATED DUTIES AS REQUIRED. APPLICANTS ARE SUBJECT TO A CRIMINAL BACKGROUND CHECK.

REQUIREMENTS: TRAINING: GRADUATION FROM STANDARD HIGH SCHOOL OR THE EQUIVALENT.
EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BOOKKEEPING, CASHIERING OR RELATED PUBLIC CONTACT WORK.
SUBSTITUTION: SUCCESSFUL FULL-TIME STUDY IN AN ACCREDITED COLLEGE OR UNIVERSITY, OR RESIDENT BUSINESS OR VOCATIONAL SCHOOL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR THE REQUIRED EXPERIENCE.
SPECIAL REQUIREMENT: MUST BE ELIGIBLE FOR BONDING.

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

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TO APPLY:

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

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CUSTOMER SERVICE REPRESENTATIVE
CLASSIFIED POSITION VACANCIES 001

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

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: HELP DESK - ASSISTS WITH PROCESSING DRIVER'S
LICENSES, LEARNER'S, GRADUATED, OPERATORS,
COMMERCIAL DRIVER'S LICENSES, MOTORCYCLE SAFETY
PROGRAM AND NON-DRIVER IDENTIFICATION CARDS.
EXPLAIN FORMS AND FEES. REVIEW STATE CODE,
MANUALS, AND POLICY DIRECTIVES APPLICABLE TO
SITUATIONS. ENTER DATA INTO COMPUTER TO RECORD
AND ACCESS INFORMATION. HANDLES ALL INQUIRIES
FROM THE DIVISION OF MOTOR VEHICLES REGIONAL
OFFICES AND OTHER OFFICES AS TO STATUS OF
APPLICANT. OPERATION OF DIGITIZED LICENSE
SYSTEM, PDPS, NDR AND CDLIS. INITIATES AND
RESPONDS TO ALL INQUIRIES TO ASSIST IN THE
RESOLUTION OF PROBLEMS ENCOUNTERED WITH SYSTEMS.
PERFORM RELATED OFFICE DUTIES AS
REQUIRED. APPLICANTS ARE SUBJECT TO BACKGROUND
INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM STANDARD HIGH SCHOOL
OR THE EQUIVALENT.
EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT
PART-TIME PAID EXPERIENCE IN BOOKKEEPING,
CASHIERING OR RELATED PUBLIC CONTACT WORK.
SUBSTITUTION: SUCCESSFUL FULL-TIME STUDY IN AN
ACCREDITED COLLEGE OR UNIVERSITY, OR RESIDENT
BUSINESS OR VOCATIONAL SCHOOL TRAINING MAY BE
SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR
THE REQUIRED EXPERIENCE.
SPECIAL REQUIREMENT: MUST BE ELIGIBLE FOR
BONDING.

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

DEADLINE: OCTOBER 20, 2016

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TO APPLY:

SEND DIVISION OF PERSONNEL APPLICATION TO:
LARRY CAVENDER
WV DIVISION OF MOTOR VEHICLES
DRIVERS SERVICES
5707 MACCORKLE AVE, SE.
CHARLESTON, WV 25317

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CUSTOMER SERVICE REPRESENTATIVE
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLES
MARTINSBURG REGIONAL OFFICE
BERKELEY

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, PERFORMS PUBLIC CONTACT WORK INVOLVING THE PROCESSING, RECORDING, AND ISSUANCE OF DRIVERS' LICENSES, VEHICLE REGISTRATIONS, VEHICLE TITLES, AND RELATED DOCUMENTS. EXPLAIN FORMS, FEES, TAXES, AND OTHER CHARGES. COMMUNICATE TO CUSTOMERS KNOWLEDGE AND INTERPRETATION OF MOTOR VEHICLE LAW, POLICY, AND PROCEDURE. PERFORM CASHIER TRANSACTIONS. ADMINISTER LEARNERS PERMIT, MOTORCYCLE, OPERATORS, COMMERCIAL DRIVERS, AND VISION TESTS. TAKE PHOTOGRAPHS. REGISTER VOTERS. CONDUCT DRIVER CLINIC INTERVIEWS. REFERS COMPLEX, UNUSUAL, OR HOSTILE SITUATIONS TO MANAGEMENT STAFF. PERFORM RELATED DUTIES AS NEEDED. A VALID DRIVER'S LICENSE IS REQUIRED. APPLICANTS SUBJECT TO FINGERPRINTING AND BACKGROUND INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM STANDARD HIGH SCHOOL OR THE EQUIVALENT.
EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BOOKKEEPING, CASHIERING OR RELATED PUBLIC CONTACT WORK.
SUBSTITUTION: SUCCESSFUL FULL-TIME STUDY IN AN ACCREDITED COLLEGE OR UNIVERSITY, OR RESIDENT BUSINESS OR VOCATIONAL SCHOOL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR THE REQUIRED EXPERIENCE.
SPECIAL REQUIREMENT: MUST BE ELIGIBLE FOR BONDING.

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

DEADLINE: OCTOBER 20, 2016

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TO APPLY:

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

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CUSTOMER SERVICE REPRESENTATIVE
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLES
KANAWHA CITY REGIONAL OFFICE
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, PERFORMS PUBLIC CONTACT WORK INVOLVING THE PROCESSING, RECORDING, AND ISSUANCE OF DRIVERS' LICENSES, VEHICLE REGISTRATIONS, VEHICLE TITLES, AND RELATED DOCUMENTS. EXPLAIN FORMS, FEES, TAXES, AND OTHER CHARGES. COMMUNICATE TO CUSTOMERS KNOWLEDGE AND INTERPRETATION OF MOTOR VEHICLE LAW, POLICY, AND PROCEDURE. PERFORM CASHIER TRANSACTIONS. ADMINISTER LEARNERS PERMIT, MOTORCYCLE, OPERATORS, COMMERCIAL DRIVERS, AND VISION TESTS. TAKE PHOTOGRAPHS. REGISTER VOTERS. CONDUCT DRIVER CLINIC INTERVIEWS. REFERS COMPLEX, UNUSUAL, OR HOSTILE SITUATIONS TO MANAGEMENT STAFF. PERFORM RELATED DUTIES AS NEEDED. A VALID DRIVER'S LICENSE IS REQUIRED. APPLICANTS SUBJECT TO FINGERPRINTING AND BACKGROUND INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM STANDARD HIGH SCHOOL OR THE EQUIVALENT.
EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BOOKKEEPING, CASHIERING OR RELATED PUBLIC CONTACT WORK.
SUBSTITUTION: SUCCESSFUL FULL-TIME STUDY IN AN ACCREDITED COLLEGE OR UNIVERSITY, OR RESIDENT BUSINESS OR VOCATIONAL SCHOOL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR THE REQUIRED EXPERIENCE.
SPECIAL REQUIREMENT: MUST BE ELIGIBLE FOR BONDING.

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

DEADLINE: OCTOBER 20, 2016

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TO APPLY:

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

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OFFICE ASSISTANT II
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
OFFICE OF ADMINISTRATIVE HEARINGS
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: OFASST2 - UNDER GENERAL SUPERVISION, THIS POSITION WILL ACT AS A RECEPTIONIST TO THE PUBLIC AT LARGE AND DIRECT TELEPHONE CALLS TO THE APPROPRIATE OAH EMPLOYEES, WHILE PERFORMING ATTENDANT CLERICAL FUNCTIONS. THE POSITION ALSO REQUIRES THE SUCCESSFUL APPLICANT TO FILE AND TRACK FILES AND TO OPEN AND DATE STAMP MAIL TO THE OFFICE AS RECEIVED AND DISTRIBUTE SAME TO APPROPRIATE EMPLOYEES. THE POSITION FROM TIME TO TIME WILL BE REQUIRED TO ASSIST THE DOCKETING SECTION IN SCHEDULING ADMINISTRATIVE HEARINGS.

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

SALARY: PAY GRADE 005 \$18,552.00 - \$34,332.00

DEADLINE: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
TERESA D MAYNARD
WV OFFICE OF ADMINISTRATIVE HEARINGS
300 CAPITOL STREET, 10TH FLOOR
CHARLESTON, WV 25301

PLEASE INCLUDE POSTING NUMBER DT1701131 ON APPLICATION

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SECRETARY II
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
LEGAL DIVISION
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: SEC2 - THE SUCCESSFUL CANDIDATE WILL PERFORM CLERICAL AND ADMINISTRATIVE SUPPORT DUTIES FOR AT LEAST FIVE ATTORNEYS IN THE AREAS OF CONDEMNATION AND OTHER REAL PROPERTY ISSUES AND LITIGATION. DUTIES INCLUDE DICTATION; TRANSCRIPTION; OBTAINING DOCUMENTS; COMPOSING LETTERS AND OTHER DOCUMENTS; CREATING AND MAINTAINING FILES FOR REAL PROPERTY LITIGATION AND MAINTAINING DATABASES ASSOCIATED WITH REAL PROPERTY. TYPES AND PREPARES LETTER PACKETS ACCORDING TO PROCEDURE FOR THE COMMISSIONER'S SIGNATURE. ACTS AS CLERICAL AND ADMINISTRATIVE BACKUP TO OTHER UNITS WHEN NECESSARY. OTHER DUTIES AS ASSIGNED. PRIOR LEGAL EXPERIENCE AND/OR LEGAL EDUCATION HELPFUL.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL OR THE EQUIVALENT.
EXPERIENCE: FIVE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE PERFORMING CLERICAL DUTIES AT THE OFFICE ASSISTANT III LEVEL, ENCOMPASSING A WIDE RANGE OF OFFICE PRACTICES, WHICH MUST HAVE INCLUDED TYPING, SCREENING AND ROUTING TELEPHONE CALLS AND CORRESPONDENCE, AND COMPOSING ROUTINE CORRESPONDENCE.
SUBSTITUTION: COLLEGE HOURS OR RELATED BUSINESS SCHOOL OR VOCATIONAL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR UP TO TWO YEARS OF THE REQUIRED EXPERIENCE.

SALARY: PAY GRADE 009 \$22,584.00 - \$41,784.00

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TO APPLY:

SEND DIVISION OF PERSONNEL APPLICATION TO:
MICHAEL FOLIO
WVDOH - LEGAL DIVISION
CAPITOL COMPLEX
BLDG 5, ROOM A-519
CHARLESTON, WV 25305

PLEASE INCLUDE POSTING NUMBER DT1701133 ON APPLICATION

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TRANSPORTATION WORKER 3
CLASSIFIED POSITION VACANCIES 002

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT ONE
CHELYAN HEADQUARTERS
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW3EQOP - UNDER LIMITED SUPERVISION, EMPLOYEE WILL OPERATE A VARIETY OF HEAVY EQUIPMENT SUCH AS A POWER GRADER, GRADALL, DOZER BACKHOE AND EXCAVATOR USED IN THE MAINTENANCE AND REPAIR OF STATE HIGHWAYS. THIS POSITION WILL WORK IN A CREW PERFORMING HEAVY MAINTENANCE WORK AND FILL IN AS THE CREW LEADER AS NEEDED. MAY BE EXPOSED TO HAZARDOUS WORKING CONDITIONS AND INCLEMENT WEATHER. PERFORMS RELATED WORK AS REQUIRED. A COMMERCIAL DRIVER'S LICENSE IS REQUIRED. PREFERENCE MAY BE GIVEN TO MEDINA CERTIFIED OPERATORS.

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 MAINTANANCE WORKER.
CREW CHIEF ONLY: THREE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN HIGHWAY CONSTRUCTION OR HIGHWAY MAINTENANCE, OR BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN

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APPROVED VOCATIONAL SCHOOL PROGRAM IN
AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS
MAY BE SUBSTITUTED FOR ONE YEAR OF 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, 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: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
AARON GILLISPIE
WVDOH - DISTRICT ONE
1340 SMITH STREET
CHARLESTON, WV 25301

PLEASE INCLUDE POSTING NUMBER DT1600157 ON APPLICATION

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STOREKEEPER II
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT ONE
CLAY COUNTY HEADQUARTERS
CLAY

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: STKPR2- UNDER GENERAL SUPERVISION, AT THE FULL PERFORMANCE LEVEL, THIS EMPLOYEE WILL PARTICIPATE IN ORDERING, RECEIVING RECORDING, STORING AND SHIPPING OF MATERIALS AND SUPPLIES FOR A COUNTY ORGANIZATION. WILL RECONCILE PHYSICAL AND DOCUMENTED INVENTORY. WILL BE RESPONSIBLE FOR A STATE PURCHASING CARD AND MONITOR VOLUME OF EQUIPMENT AND SUPPLIES TO ENSURE ADEQUATE STOCK IS ON HAND. THIS EMPLOYEE WILL LEAD THE PURCHASING RECEIVING, STORING, AND DISPERSING OF EQUIPMENT AND SUPPLIES WITHIN THE COUNTY ORGANIZATION. PERFORMS RELATED WORK AS REQUIRED. THIS POSITION REQUIRES A VALID DRIVER'S LICENSE.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL OR THE EQUIVALENT.
EXPERIENCE: THREE 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 005 \$18,552.00 - \$34,332.00

DEADLINE: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
AARON GILLISPIE
WVDOH - DISTRICT ONE
1340 SMITH STREET
CHARLESTON, WV 25301

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OFFICE ASSISTANT III
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT FOUR
DODDRIDGE COUNTY HEADQUARTERS
DODDRIDGE

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: OFASST3 - PERFORMS ADVANCED LEVEL, RESPONSIBLE AND COMPLEX CLERICAL TASKS OF A COMPLICATED NATURE INVOLVING INTERPRETATION AND APPLICATION OF POLICI AND PRACTICES. INTERPRETS OFFICE PROCEDURES, RULE AND REGULATIONS. RECORD AND POST PAYROLL, EQUIPMENT RENTAL, MATERIAL RECEIPTS, USAGES AND TRANSFERS. ENTER THE ABOVE INTO THE COMPUTER ON A DAILY BASIS. TYPE AND PROCESS PERSONNEL AND PAYROLL TRANSACTIONS, REPORTS AND MEMORANDUMS. MONITOR, LOG AND MAINTAIN FILING, ANSWER TELEPHONE OPERATE RADIO AND OFFICE EQUIPMENT. MAY COMPILE RECORDS AND REPORTS FOR SUPERVISOR. PERFORMS RELATED WORK AS REQUIRED.

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 EXPERIENCE.

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

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TO APPLY:

SEND DIVISION OF PERSONNEL APPLICATION TO:
RAY URSE
WVDOH - DISTRICT FOUR
PO BOX 4220
CLARKSBURG, WV 26302

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HIGHWAY ENGINEER
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT 5
DISTRICT 5 BRIDGE DEPARTMENT
MINERAL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: HWENGR - PERFORMS PROFESSIONAL ENGINEERING WORK AT THE EXPERT LEVEL AS ASSISTANT TO THE BRIDGE ENGINEER FOR BRIDGE DESIGN AND REPAIR. MANAGES AND ADMINISTERS THE DISTRICT DESIGN AND REPAIR SECTION. CREATES ALIGNMENTS USING INROADS SOFTWARE. OVERSEES, REVIEWS, AND APPROVES THE DESIGN OF RIGHT-OF-WAY AND CONSTRUCTION PLANS FOR BRIDGE REPAIR AND REPLACEMENT PROJECTS. PROVIDES TECHNICAL SUPPORT, CONSTRUCTION INSPECTION AND SUPERVISION TO THE REPAIR AND CONSTRUCTION CREWS FOR BRIDGE REPAIR AND CONSTRUCTION PROJECTS. PERFORMS RELATED DUTIES AS REQUIRED. VALID DRIVER'S LICENSE REQUIRED.

REQUIREMENTS: TRAINING: CURRENT LICENSE AS A REGISTERED PROFESSIONAL ENGINEER IN WEST VIRGINIA.
EXPERIENCE: SEVEN YEARS OF PROFESSIONAL HIGHWAY ENGINEERING EXPERIENCE INVOLVING THE DESIGN, CONSTRUCTION, OR MAINTENANCE OF HIGHWAYS.
NOTE: THE EXPERIENCE MAY HAVE BEEN ACQUIRED AFTER THE BACHELOR'S DEGREE BUT MAY HAVE OCURRED BEFORE OR AFTER REGISTRATION AS A PROFESSIONAL ENGINEER.
SUBSTITUTION: MASTER'S OF SCIENCE DEGREE IN CIVIL ENGINEERING FROM A REGIONALLY ACCREDITED COLLEGE OR UNIVERSITY MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE. NON-HIGHWAY PROFESSIONAL ENGINEERING EXPERIENCE MAY BE SUBSTITUTED FOR THE HIGHWAY ENGINEERING EXPERIENCE AT THE RATE OF TWO YEARS OF GENERAL EXPERIENCE FOR ONE YEAR OF HIGHWAY RELATED EXPERIENCE.

SALARY: PAY GRADE 023 \$50,676.00 - \$93,756.00

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TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
J. LEE THORNE
WVDOH - DISTRICT FIVE
US 50 - PO BOX 99
BURLINGTON, WV 26710

PLEASE INCLUDE POSTING NUMBER DT1700507 ON APPLICATION

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HIGHWAY ADMINISTRATOR II
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT SIX
DISTRICT 6 MAINTENANCE
TYLER

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: HWYADM2-UNDER GENERAL DIRECTION, ADMINISTERS HIGHWAY MAINTENANCE OPERATIONS IN A COUNTY IN COMPLIANCE WITH ESTABLISHED PROCEDURES AND POLICIES OF THE DIVISION OF HIGHWAYS AND FEDERAL REGULATIONS. DIRECTS AND IMPLEMENTS A SCHEDULED HIGHWAY MAINTENANCE PROGRAM WITHIN OPERATING ANNUAL BUDGET, INCLUDING SECURING OF MATERIALS AND EQUIPMENT. ENSURES MAXIMUM UTILIZATION OF EQUIPMENT, PERSONNEL, AND MATERIALS. RESPONDS AND RESOLVES CITIZEN OR EMPLOYEE REQUESTS. PERFORMS OTHER RELATED DUTIES AS REQUIRED. THIS POSITION IS ASSIGNED TO TYLER COUNTY. TRAVEL MAY BE NECESSARY, THEREFORE, A VALID DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: BACHELOR'S DEGREE FROM AN ACCREDITED COLLEGE OR UNIVERSITY WITH A DEGREE IN ENGINEERING, BUSINESS OR PUBLIC ADMINISTRATION, OR RELATED FIELD.
SUBSTITUTION: EXPERIENCE AS DESCRIBED BELOW MAY BE SUBSTITUTED FOR THE REQUIRED TRAINING ON A YEAR FOR YEAR BASIS.
EXPERIENCE: FOUR YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID PROFESSIONAL OR MANAGERIAL EXPERIENCE IN BUSINESS ADMINISTRATION, PUBLIC ADMINISTRATION, TRANSPORTATION, CONSTRUCTION, MANUFACTURING, MINING OR THE ARMED SERVICES.
SPECIAL REQUIREMENT: A VALID DRIVER'S LICENSE IS REQUIRED.

SALARY: PAY GRADE 017 \$35,028.00 - \$64,812.00

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TO APPLY:

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

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TRANSPORTATION WORKER 2
CLASSIFIED POSITION VACANCIES 002

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT SIX
DISTRICT 6 BRIDGE DEPARTMENT
MARSHALL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2BMW - BRIDGE DEPARTMENT
UNDER GENERAL SUPERVISION PERFORMS SKILLED WORK IN THE CONSTRUCTION AND MAINTENANCE OF BRIDGES AND STRUCTURES, WORK WILL INCLUDE, IN PART, USE OF HAND TOOLS, POW TOOLS, CONCRETE FORMING AND FINISHING AND THE USE OF MASONRY EQUIPMENT. WILL BE EXPOSED TO HAZARDOUS WORKING CONDITIONS, HEIGHTS, INCLEMENT WEATHER AND EXTENDED PHYSICAL LABOR, POSSIBLY OVER EXTENDED OR UNUSUAL HOURS, INCLUDING EMERGENCY CALL OUT. PERFORMS RELATED WORK AS REQUIRED. A VALID CDL WILL BE REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT.

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 SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF

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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: OCTOBER 20, 2016

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

PLEASE INCLUDE POSTING NUMBER DT1700621 ON APPLICATION

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TRANS ENGINEER TECH ENROLLEE 2
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT 7
DISTRICT 7 CONSTRUCTION
LEWIS

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TRETEN2 - UNDER LIMITED DIRECTION OF THE SURVEY COORDINATOR, WILL SERVE IN DISTRICT SURVEY CREW. THIS POSITION WILL WORK TO ACCOMPLISH ROUTINE SURVEYING AND OTHER SURVEY FUNCTIONS RELATED TO RIGHT-OF-WAY ACQUISITIONS AND CONSTRUCTION PROJECTS. THIS POSITION REQUIRES TRAVEL AND THEREFORE REQUIRES A VALID DRIVER'S LICENSE. THE EMPLOYEE IS ENROLLED IN A PROGRAM OF WORK AND TRAINING WHICH LEADS TO CERTIFICATION AS A TRANSPORTATION ENGINEERING TECHNICIAN BY THE TRANSPORTATION/TECHNOLOGIST BOARD OF ADVISORS AT BRIDGE VALLEY COMMUNITY AND TECHNICAL COLLEGE. PERFORMS OTHER RELATED WORK AS REQUIRED.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD FOUR-YEAR HIGH SCHOOL OR THE EQUIVALENT.
SUBSTITUTION: ADDITIONAL EXPERIENCE AS DESCRIBED BELOW MAY BE SUBSTITUTED FOR THE REQUIRED TRAINING ON A YEAR-FOR-YEAR BASIS.
EXPERIENCE: FIVE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID TECHNICAL EXPERIENCE ASSOCIATED WITH THE DESIGN, DEVELOPMENT, OR MANAGEMENT OF CONSTRUCTION OR RENOVATION PROJECTS WHICH INVOLVE THE APPLICATION OF ENGINEERING PRINCIPLES FROM ONE OF THE TRADITIONAL ENGINEERING DISCIPLINES.
SUBSTITUTION: AN ASSOCIATE DEGREE FROM A REGIONALLY ACCREDITED COLLEGE OR UNIVERSITY IN ENGINEERING, ENGINEERING TECHNOLOGY, OR RELATED FIELDS MAY BE SUBSTITUTED FOR TWO YEARS OF THE REQUIRED EXPERIENCE. A BACHELOR'S DEGREE FROM A REGIONALLY ACCREDITED COLLEGE OR UNIVERSITY IN ENGINEERING, ENGINEERING TECHNOLOGY, OR RELATED FIELDS MAY BE SUBSTITUTED FOR FOUR YEARS OF THE REQUIRED EXPERIENCE.

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SALARY: PAY GRADE 013 \$27,732.00 - \$51,312.00

DEADLINE: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
RON HOOTON
WVDOH - DISTRICT SEVEN
PO BOX 1228/255 DEPOT STREET
WESTON, WV 26452

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STOREKEEPER II
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT 7
BARBOUR COUNTY HEADQUARTERS
BARBOUR

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: STKPR2 - UNDER GENERAL SUPERVISION, AT THE FULL-
PERFORMANCE LEVEL, PERFORMS DUTIES IN THE
PURCHASING, RECEIVING, STORING AND DISPERSING OF
SUPPLIES, MATERIALS, PARTS AND EQUIPMENT. MAY
ALSO ENTER PAYROLL, EQUIPMENT USAGE, MATERIALS
USAGE AND GAS AND LUBE CARDS INTO COMPUTER. MUST
HAVE ABILITY TO WORK HAND-IN-HAND WITH MECHANICS,
OFFICE ASSISTANT AND COUNTY ADMINISTRATOR. MUST
POSSESS STRONG COMPUTER SKILLS. THIS POSITION
REQUIRES TRAVEL OR MAY REQUIRE TRAVEL AND
THEREFORE A VALID DRIVERS LICENSE IS REQUIRED.
PERFORMS RELATED WORK AS REQUIRED.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL
OR THE EQUIVALENT.
EXPERIENCE: THREE 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 005 \$18,552.00 - \$34,332.00

DEADLINE: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
RON HOOTON
WVDOH - DISTRICT SEVEN
PO BOX 1228/255 DEPOT STREET
WESTON, WV 26452

PLEASE INCLUDE POSTING NUMBER DT1700705 ON APPLICATION

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TRANSPORTATION ENGINEERING TECHNICIAN TRAINEE
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT 7
DISTRICT 7 CONSTRUCTION
LEWIS

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TRETTR - SERVES IN A TRAINING CAPACITY TO LEARN AND PERFORM BASIC TASKS ASSOCIATED WITH HIGHWAY AND BRIDGE CONSTRUCTION. EMPLOYEE TO BE UTILIZED AS A PROJECT INSPECTOR. CAN BE ASSIGNED TO ANY OF THE CONSTRUCTION SECTIONS. PARTICIPATES IN A TRAINING PROGRAM REQUIRING 180 TECHNICIAN DEVELOPMENT HOURS. RESPONSIBILITIES COULD INCLUDE BUT NOT LIMITED TO: RECORD KEEPING, COMPLETING INSPECTION REPORTS, SURVEYING, MATERIALS TESTING, AND PERFORMANCE OF BASIC CALCULATIONS. WORK COULD BE OUTDOORS IN ADVERSE WEATHER CONDITIONS AND ON ROUGH TERRAIN. THIS JOB REQUIRES A WRITTEN EXAMINATION. PERFORMS OTHER RELATED WORK AS REQUIRED. SOME TRAVEL REQUIRED, THEREFORE A VALID DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: HIGH SCHOOL GRADUATION OR EQUIVALENT.
SPECIAL REQUIREMENT: POSSESSION OF A VALID DRIVER'S LICENSE.

SALARY: PAY GRADE 008 \$21,504.00 - \$39,792.00

DEADLINE: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
RON HOOTON
WVDOH - DISTRICT SEVEN
PO BOX 1228/255 DEPOT STREET
WESTON, WV 26452

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HIGHWAY ENGINEER
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT 10
DISTRICT 10 BRIDGE DEPARTMENT
MERCER

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: HWENGR - TO SERVE AS DISTRICT TEN BRIDGE DESIGN/
REPAIR ENGINEER UNDER THE DIRECTION OF THE
ASSISTANT DISTRICT ENGINEER-BRIDGE. DIRECTS THE
ACTIVITIES OF THE BRIDGE DESIGN & REPAIR SECTION.
PERFORMS ADVANCED LEVEL ENGINEERING IN THE DESIGN
OF NEW BRIDGES AND BRIDGE REHABILITATION PROJECTS.
PREPARES FINAL BID PACKAGES FOR PROJECTS LET TO
CONTRACT. MANAGES PURCHASE ORDER CONTRACT
PROJECTS. PROVIDES TECHNICAL SUPPORT TO BRIDGE
CONSTRUCTION SUPERINTENDENT. PERFORMS MANAGERIAL
AND ADMINISTRATIVE TASKS AS WELL AS ADVANCED LEVEL
PROFESSIONAL ENGINEERING DUTIES. RESPONSIBLE FOR
ADVISORY TASKS RELATIVE TO MANAGEMENT OF
SUBORDINATE PERSONNEL IN BOTH ENGINEERING AND NON-
ENGINEERING AREAS. VISITS BRIDGE SITES AND MAKES
ON-SITE ENGINEERING DECISIONS RELATED TO
CONSTRUCTION AND REPAIR OF BRIDGES. MAKES REPORTS
AND RECOMMENDATIONS TO THE ASSISTANT DISTRICT
ENGINEER BRIDGE. PERFORMS RELATED WORK AS
REQUIRED. TRAVEL MAYBE REQUIRED, THEREFORE A VALID
DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: CURRENT LICENSE AS A REGISTERED
PROFESSIONAL ENGINEER IN WEST VIRGINIA.
EXPERIENCE: SEVEN YEARS OF PROFESSIONAL HIGHWAY
ENGINEERING EXPERIENCE INVOLVING THE DESIGN,
CONSTRUCTION, OR MAINTENANCE OF HIGHWAYS.
NOTE: THE EXPERIENCE MAY HAVE BEEN ACQUIRED
AFTER THE BACHELOR'S DEGREE BUT MAY HAVE
OCCURRED BEFORE OR AFTER REGISTRATION AS A
PROFESSIONAL ENGINEER.
SUBSTITUTION: MASTER'S OF SCIENCE DEGREE IN
CIVIL ENGINEERING FROM A REGIONALLY ACCREDITED
COLLEGE OR UNIVERSITY MAY BE SUBSTITUTED FOR ONE

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YEAR OF THE REQUIRED EXPERIENCE. NON-HIGHWAY PROFESSIONAL ENGINEERING EXPERIENCE MAY BE SUBSTITUTED FOR THE HIGHWAY ENGINEERING EXPERIENCE AT THE RATE OF TWO YEARS OF GENERAL EXPERIENCE FOR ONE YEAR OF HIGHWAY RELATED EXPERIENCE.

SALARY: PAY GRADE 023 \$50,676.00 - \$93,756.00

DEADLINE: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
D. ALAN REED
WVDOH-DISTRICT TEN
270 HARDWOOD LANE
PRINCETON, WV 24740

PLEASE INCLUDE POSTING NUMBER DT1601035 ON APPLICATION

TRANSPORTATION WORKER 3
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DISTRICT 10
DISTRICT 10 BRIDGE DEPARTMENT
MERCER

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW3CRCH - UNDER LIMITED SUPERVISION, FUNCTIONS AS A WORKING SUPERVISOR OF A CREW MAINTAINING, REPAIRING, RENOVATING OR CONSTRUCTING BRIDGES, INCLUDING CONCRETE FORM CONSTRUCTION, STRUCTURAL STEEL PLACEMENT AND REPAIR, PLACING CONCRETE, INSTALLING SHORT SPAN STRUCTURES, AND INSTALLING AND REPAIRING GUARDRAILS. COMPLETES DAILY PROJECT REPORTS AND SUBMITS TO BRIDGE CONSTRUCTION SUPERVISOR. TRAINS CREW MEMBERS ON INDIVIDUAL TASKS REQUIRED IN MAINTENANCE AND REPAIR PROJECTS. COORDINATES EQUIPMENT AND DETERMINES MATERIAL REQUIREMENTS FOR PROJECTS. COMPLETES RECORDS OF TIME, EQUIPMENT AND MATERIALS USED IN PROJECTS. THE WORK REQUIRES STRENUOUS PHYSICAL LABOR. HAZARDOUS WORKING CONDITIONS INVOLVE CLIMBING ON THE SUPERSTRUCTURE AND SUBSTRUCTURE OF OUR BRIDGES. WORK MAY INVOLVE EXPOSURE TO SEVERE WEATHER CONDITIONS, HEIGHTS, EMERGENCY CALL OUT AND EXTENDED HOURS. PERFORMS RELATED WORK AS 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

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OF DRILLING EQUIPMENT OR AUGER;
(OR) TWO YEARS AS A TRANSPORTATION WORKER II-
BRIDGE MAINTANANCE WORKER.

CREW CHIEF ONLY: THREE YEARS OF FULL-TIME OR
EQUIVALENT PART-TIME PAID EXPERIENCE IN HIGHWAY
CONSTRUCTION OR HIGHWAY MAINTENANCE, OR 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.

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: OCTOBER 20, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
D. ALAN REED
WVDOH-DISTRICT TEN
270 HARDWOOD LANE
PRINCETON, WV 24740

PLEASE INCLUDE POSTING NUMBER DT1701010 ON APPLICATION