



**NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**Public Posting**

**POSTING #:** 24-00325

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

**ISSUE DATE:** 9/19/2024

**TITLE CODE:** 16270

**CLOSING DATE:** 10/11/2024

**DIVISION:** Capital Program Management

**LOCATION:** Various

**UNIT:** Various

**SALARY:** \$64,261.62-\$66,739.26

**STUDENTS ANTICIPATING GRADUATION IN MAY OR AUGUST 2025 ARE ENCOURAGED TO APPLY**

The New Jersey Department of Transportation (NJDOT) is seeking applications for candidates for the position of Engineer Trainee Transportation (ETT).

The Division of Capital Program Management (CPM) delivers a wide range of world - class transportation projects through the planning, design, and construction phases. It utilizes and continually improves systems designed to deliver projects on time and on budget. CPM takes pride in its highly skilled professional staff that deliver capital projects worth hundreds of millions of dollars each year. Staff are encouraged to take advantage of numerous professional development opportunities offered throughout the year, including regional and national conferences and in - house mentoring sessions. CPM staff have a wide range of responsibilities, from ensuring that project designs and construction plans comply with a diverse set of federal and state regulations and policies that focus on safety, the environment, property acquisition, utility relocations, and construction materials. Assessing and improving internal processes and information reporting and management systems are other core functions. Staff collaborate with subject matter experts throughout the department.

CPM has a staff of about 1,300 men and women with offices located at the Headquarters Complex, Regional Offices, and at numerous temporary construction field offices throughout the State. They are assigned to seven divisions.

**Capital Program Support**

Provides quality assurance reviews; expertise on environmental impacts and roadway standards; creates landscape designs; and reviews of railway at - grade crossing improvements, among other responsibilities.

- Bureau of Design Standards
- Bureau of Landscape Architecture and Environmental Solutions
- Utility Management Unit
- Railroad Engineering Safety Unit

**Right of Way and Access Management**

Responsible for acquiring real estate for transportation purposes; and regulates all driveways abutting state highways, among other responsibilities.

- Bureau of Right of Way and Access Management
- Bureau of Technical Support
- Bureau of Closing
- Two regional district offices, North Region & South Region

**Project Management**

Organizes, oversees and implements the delivery of capital program projects; manages projects through preliminary engineering and final design phases and maintains responsibilities through construction.

- Division staff are divided into four groups, each with its own geographic region

### **Bridge Engineering and Infrastructure Management**

Responsible for inspecting all bridges and other structures; makes recommendations for rehabilitation or replacement; reviews all designs for bridge projects; develops design policies; develops in-house structural designs; approves geotechnical engineering designs; and maintains the Rockfall Hazard Management System, among other responsibilities.

- Bureau of Structural Evaluation and Bridge Management
- Bureau of Structural Engineering Services
- Bureau of Structural Design and Geotechnical Engineering

### **Highway Design**

Manages pavement, guiderail, and drainage assets; tracks condition and prioritizes rehabilitation projects; prepares in-house roadway project designs; and provides technical support for all pavement projects, among other responsibilities.

- Bureau of Pavement Management and Technology
- Bureau of Roadway Design Group 1
- Bureau of Roadway Design Group 2

### **Traffic Engineering**

Reviews and approves temporary and permanent traffic signals, signal timings, pavement markings, signs, and highway lighting; prepares traffic regulation orders pertaining to speed limits, passing zones, etc.; performs traffic engineering studies; and prepares work orders for simple fixes to be carried out by the Operations Division, among other responsibilities.

- Traffic Engineering - North Region, Central Region & South Region

### **Construction and Materials**

Administers all project construction contracts in the capital program. Inspects materials and the quality of work; and ensures all safety and environmental protection measures are in place, among other responsibilities.

- Bureau of Construction Management - North Region, Central Region & South Region
- Bureau of Materials
- Office of Maritime Resources

### **WORK SCHEDULE AND SALARY**

Engineer Trainees are assigned a 40 - hour work week. Current starting salary is \$62,088 and \$64,482 after six months. Standard workweek is Monday through Friday, but some positions may require contractor work hours. Work experience within many of the units will qualify as approved Design Experience for the issuance of a New Jersey PE License.

### **REQUIREMENTS**

**Degree:** 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:  
<https://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."

**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

## **TO APPLY IMPORTANT NOTES**

**Proof of Degree:** You must provide transcript or evaluation of your **UNDERGRADUATE** degree.

**Foreign Degree Evaluation:** If you obtained your undergraduate degree outside of the US, you **MUST** provide a Foreign Degree Evaluation from a USA recognized evaluation service agency that includes a course - by - course evaluation in order to be deemed eligible. Failure to provide evaluation will result in your application being disqualified.

**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.

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

## **BENEFITS PACKAGE**

As a NJ State Department, NJDOT offers a comprehensive benefits package including:

- Health Care (medical, prescription drug, dental & vision care)
- Pension
- Deferred Compensation
- 13 paid holidays
- Benefit Leave (12 vacation days, 15 sick days and 3 administrative days)
- Training & Tuition Aid Opportunities

NJDOT provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please email dot - hr.ada@dot.nj.gov. Determinations on requests for reasonable accommodation will be made on a case - by - case basis.

**SAME APPLICANTS:** If you are under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> , email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC (609) 292 - 4144, option 3.

