State of Alabama
Personnel Department
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www.personnel.alabama.gov

Continuous Announcement

TRANSPORTATION MANAGER – 20483

Salary: $55,327.20 - $84,276.00
Announcement Date: October 5, 2011
Revised Date: December 18, 2013

JOB INFORMATION

The Transportation Manager job is a permanent full-time position with the Department of Transportation. Positions are located throughout the state. This is technical supervisory and administrative engineering work in the planning, location, construction, and maintenance of highways, bridges, and other structures or in the testing, inspection, and research of materials.

MINIMUM REQUIREMENTS

- High School Diploma/GED and 12 years of civil engineering experience, 4 years of which must be at the Transportation Technologist, Sr. level

OR

- Bachelor's degree* in Civil Engineering, Civil Engineering Technology, or a related field and 4 years of experience at the Transportation Technologist, Sr. level

NOTE

Individuals on the employment register may be selectively certified in the specialty areas listed below:

- Construction
- Bridge Design
- Roadway Design
- Materials and Tests
- Transportation Planning/Multimodal

A person may be selectively certified based on work experience in the areas listed above. The selective certification will be based on information provided by qualified applicants on their applications.

EXAMINATION

- **Open-Competitive** to all applicants
- **Five component exam** which includes 1) Research/Reading Comprehension Exercise, 2) Math Skills Exercise, 3) Plan Reading Exercise, 4) Oral Communication Exercise, and 5) Problem Solving/Written Communication Exercise
- The How to Prepare Guide for this examination is available on our web site listed above. Please contact State Personnel if you wish to have a guide mailed to you.

HOW TO APPLY

- Complete an Application for Examination Form available at www.personnel.alabama.gov, the above address, or any Alabama Career Center Office.
- Apply by mail or by fax. *Applications will be accepted until further notice.* The State Personnel Department is not responsible for late receipt of applications due to mail service or faxing malfunctions.

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

*Please refer to the back of this announcement for complete information on State Personnel's policy for accepting post-secondary and advanced degrees.

Revised

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

Applicants hired by the State of Alabama on or after January 1, 2012 will be subject to the E-Verify process pursuant to Act No. 2011-535.

State of Alabama Personnel Department Policy on Accepting College Coursework, Post-Secondary and Advanced Degrees

1. Specific college coursework required for a job, as well as Bachelor's, graduate, post graduate, and doctoral degrees will be accepted from the schools accredited by any of the six regional accreditation associations in the United States. These associations are listed below.

- Southern Association of Colleges and Schools (SACS)
- Middle States Association of Colleges and Schools (MSA)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- New England Association of Schools and Colleges – Commission on Institutions of Higher Education (NEASC-CIHE)
- Western Association of Schools and Colleges – Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)

2. Coursework or degrees from schools that have not been accredited by a regional accreditation association will be accepted if a regionally accredited school considers the coursework or degree to be an acceptable prerequisite for admission to an advanced degree program. For example, if a regionally accredited school accepts an applicant's bachelor's degree for admittance into a graduate degree program, State Personnel will accept the degree. In the case of required college coursework (but no degree requirement), State Personnel will accept the college coursework if a regionally accredited school accepts the coursework towards a post-secondary degree (e.g., a bachelor's degree). ***This must be documented by a letter of acceptance from the regionally accredited school.*** State Personnel will review such requests on a case-by-case basis.

Note:This policy is subject to change. Certain state agencies may have additional requirements.