

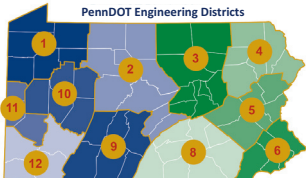


Recruitment Materials

Get to know us: www.penndot.gov/jobs
 Join our team: www.employment.pa.gov



PennDOT is proud to be an Equal Opportunity Employer promoting workforce diversity.



District Contact Information:

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District 5	610-871-4100
District 6	610-205-6700
District 8	717-787-6653
District 9	814-696-7250
District 10	724-357-2800
District 11	412-429-5000
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Central Office or Driver and Vehicle Services:
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**Pennsylvania
Department of
Transportation**



PUB 809 (12-18)



Keeping Pennsylvania moving...

The Pennsylvania Department of Transportation (PennDOT) is responsible for planning, designing, constructing, and maintaining approximately 40,000 state-operated roadways and nearly 25,400 bridges statewide. PennDOT also oversees public transit, passenger rail, rail freight, ports, and aviation. This is an enormous task requiring innovative solutions for today's needs. Additionally, PennDOT administers the state's nearly 12 million vehicle registrations and 10.3 million driver licenses and ID cards.

Pennsylvanians rely on PennDOT to keep them moving when and where they want with minimal inconvenience. To meet this critical mission, PennDOT needs individuals with a driving commitment to excellence and public service.



OUR VISION

A better quality of life built on transportation excellence.

OUR VALUES

- Safety** – We promote the delivery of a safe work environment and a safe transportation system in our products and services.
- Modernization** – We consistently evaluate our processes and procedures to encourage innovation and remain competitive.
- Customer Service** – We are committed to providing the highest level of public service and value to our customers.
- Communication** – We are committed to effective communication with our customers, employees and the legislature.
- Workforce Development** – We value and respect one another while promoting teamwork and workforce development.

OUR MISSION

To provide a sustainable transportation system and quality services that are embraced by our communities and add value to our customers.

Career Opportunities at PennDOT include:

- Civil Engineers
- Transportation Construction Inspectors
- Commercial Driver License (CDL) Operators
- Highway Maintenance Workers
- Diesel and Construction Equipment Mechanics
- Driver License Examiners/Assistants
- Real Estate Appraisers
- Roadway Programs Technicians
- and many others.

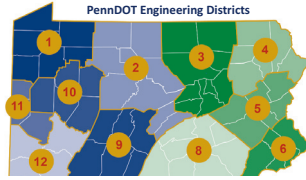
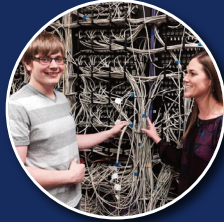


Our Employees Enjoy:

- Competitive Wages
- Great Benefits
- Paid Holidays
- Boundless Opportunities



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PennDOT Summer Internship Program

PennDOT is proud to be an Equal Opportunity Employer promoting workforce diversity.

www.PennDOT.gov/jobs

PUB 809SIP (12-18)



Keeping Pennsylvania moving...

The Program

PennDOT invests in students by providing real-world experience through our Summer Internship Program. Internships typically last from May through August. Students interested in the potential to obtain academic credit, in addition to their hourly wage for participation in the program, should discuss this opportunity with their academic advisor. See all that we do at www.PennDOT.gov and discover how an internship can place you on the right road to a fulfilling career!

- **Engineering internship** – This is an exciting opportunity for students pursuing engineering and engineering technology majors. Interns may assist PennDOT employees in surveying activities, drafting and design efforts, construction inspections, collecting roadway data, reviewing environmental documentation, and/or participating in traffic-related studies.
- **Non-Engineering internship** – These opportunities are designed for majors such as Archaeology, Accounting, Business, Communications/Public Relations, Computer Science/IT, Environmental Science, Geology, Materials Science, Mathematics, and Safety Management. Non-engineering interns provide support for fiscal, communications, information technology, and other administrative functions performed throughout PennDOT operations.

There are many roads to success. Discover the right one for you.

Eligibility/Criteria

- All summer internship applicants must have completed their first year of college by the internship start date and be enrolled full-time for the upcoming fall semester.

Application Process:

1. Review the map on the reverse side to obtain the district number(s) where you wish to apply.
2. If available to work in more than one district, submit an application to each district of interest.
3. Log on to www.employment.pa.gov, select "Internships" in the center of the screen, Search "PennDOT," and apply.

Get to know us: www.PennDOT.gov/jobs
Join our team: www.employment.pa.gov



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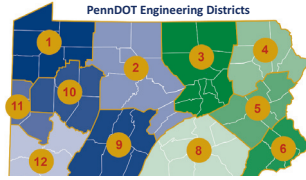
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Explore the opportunities an internship provides!

PUB 809DVS • PennDOT Driver License Career Paths Brochure

<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20809DVS.pdf>

Get to know us: www.PennDOT.gov/jobs
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PennDOT Driver License Career Paths

PennDOT is proud to be an Equal Opportunity Employer promoting workforce diversity.

www.PennDOT.gov/jobs

PUB 809DVS (5-19)



Our Driver License team is the place to start your career path!

PennDOT offers numerous opportunities across the commonwealth in one of our many Driver License Centers for those interested in a career in the driver licensing program.

Driver License Examiner Assistant – Work involves proctoring standardized driver knowledge tests, performing visual acuity screenings, verifying identity and related documents, and processing driver license applications and test results.

Driver License Examiner – Work includes measuring knowledge and understanding of the motor vehicle code, traffic signs, and rules of the road by observing an applicant's practical demonstration of motor vehicle operation. Applicants must possess a valid PA Class C Driver License and be twenty-one years of age at the time of application. Applicants must also obtain a Class M (Motorcycle) License within the first six months of employment or expiration of the probationary period, whichever comes later.

Driver License Examiner with CDL A – In addition to evaluating a person seeking a Class C Driver License, work also involves evaluating a person seeking a Commercial Driver License (CDL). In addition to the requirements listed above, applicants must also possess a valid PA Class A CDL with the following endorsements, P and N with the L restriction (Air Brakes) lifted. The Commercial Driver License cannot have any of the following restrictions: E, L, N, O, or Z.

Driver License Center Supervisor – Work involves supervising a subordinate staff of Driver License Examiner Assistants, Driver License Examiners, and other staff involved in the driver licensing process.

Join the PennDOT team and enjoy the satisfaction of knowing that what you do directly contributes to the safety of your fellow Pennsylvanians!

Keeping Pennsylvania moving...

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Come join our Driver License team!



How to Apply

Visit our website at www.employment.pa.gov and click "Open Jobs." Search for the posting titled "Driver License Examiner Assistant (Exam)."

Select the posting and click "Apply" to begin your application. The information you enter will be saved in your profile to expedite the application process for future opportunities. Once you submit your application, you will be guided to schedule a date and time to take the written exam at a testing center in your area.

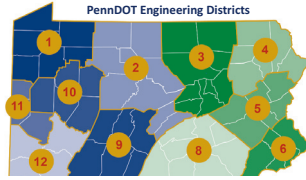
You must apply to the exam posting, complete the exam, and receive a score before you can apply to specific vacancies in your area.

After you complete the exam and receive your score, you will be notified via email each time a Driver License Examiner Assistant vacancy is posted on the website. When a vacancy is posted in your area, submit your application! You must apply to each specific vacancy for which you wish to be considered.

As Driver License Examiner and Driver License Center Supervisor positions are posted on the employment website, you will need to submit an application for each individual vacancy you wish to be considered.



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PennDOT Summer Maintenance Program

PennDOT is proud to be an Equal Opportunity Employer promoting workforce diversity.

www.PennDOT.gov/jobs

PUB 809SM (3-19)



Seasonal Summer Employment Opportunities at PennDOT Include:

- College Student Summer Workers** – Assist in the completion of maintenance work, crash system input and analysis, and maintenance and custodial services at roadside rest facilities. May perform laboring and flagging duties.
- Highway Maintenance Workers** – Perform manual labor duties and use hand tools to perform tasks for highway maintenance and construction projects, assist permanent sign crews with erecting and maintaining traffic signs and delineators, and carry out related tasks at work sites.
- Custodial Workers** – Provide custodial support at roadside rest facilities to ensure effective operations.
- Semi-Skilled Laborers** – Function as a mechanic’s helper and assist with building maintenance. Also change oil, complete light repairs, change tires, clean and paint equipment, and perform grounds maintenance.
- Drill Operators** – Operate drilling equipment used in surface/sub-surface exploration, ensuring that soil, pavement, and rock samples are properly lifted and perform other related duties.
- Tunnel Maintainers** – Engage in tunnel maintenance, traffic control/monitoring, and incident management to ensure the efficient flow of traffic through tunnels and surrounding roadways.
- Equipment Operators A (CDL Operators)** – Perform a variety of manual work duties such as unloading trucks, cleaning culverts, erecting signs, repairing guide rails/barriers, cutting grass/brush, digging ditches, and assisting line painting crews.
- Equipment Operators B (CDL Operators)** – Run construction and maintenance equipment such as backhoe, bulldozer, grader, rubber tire or steel wheel roller, assist mechanics in major repairs to equipment, and perform unskilled manual work such as unloading trucks, repairing guide rails and barriers, etc.

There are many roads to success. A summer season with PennDOT can become a career!

Keeping Pennsylvania moving...

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Come join our team!

Join Our Summer Maintenance Team!

Each year, PennDOT provides a variety of opportunities for individuals open to temporary employment from April through October. Discover a rewarding career path that is right for you by experiencing what PennDOT has to offer. You will make an impact on your community and our organization in these crucial positions.

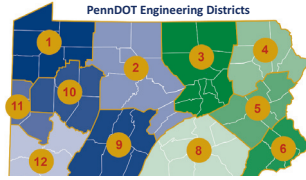
Temporary opportunities can lead to long term permanent employment. By taking advantage of internal job offerings, as a temporary Summer Maintenance employee, you will be able to apply for a permanent position that will take you to the next level.

To start your journey in obtaining an exciting career with PennDOT, apply for a seasonal Summer Maintenance position!

APPLY: www.penndot.gov/jobs



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**Transportation
 Construction
 Inspector**

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www.PennDOT.gov

PUB 809TCI (12-18)



Join our Construction Team!

From working in the office to getting your boots on the ground, PennDOT offers many opportunities across the Commonwealth for those interested in construction. The work you do will shape the world around you as a Transportation Construction Inspector (TCI).

TCIs will perform inspections on roads, bridges, or other transportation projects. It's their job to ensure that projects are compliant with contract requirements by interpreting plans and specifications and taking field measurements. TCIs also perform tests on construction materials for quality assurance and inspect workmanship to be certain that the Department is getting a high quality product. Being a TCI offers the opportunity to work independently, while still being part of a larger construction team. Our TCIs utilize top of the line tools and the latest technological advances in their everyday work, including 3D modeling, iPads, and global navigation satellite systems (GNSS).

We offer a competitive salary and excellent health benefits package, generous paid holiday, vacation, and sick leave, life insurance, and retirement/pension benefits. Working for PennDOT provides great job stability, and a clear path to advancing your career. Many of our Construction Managers began their careers as TCIs!

Join the Department of Transportation and enjoy the satisfaction of knowing that what you do directly contributes to the safety of your fellow Pennsylvanians, as well as those traveling through our beautiful state!

Keeping Pennsylvania moving...

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Come join our team!

How to Apply

Visit our website at www.employment.pa.gov, and click "Open Jobs."

Search for the posting titled "TRANSPORTATION CONSTRUCTION INSPECTOR (ONLINE EXAM)."

Select the posting and click "Apply" to begin your application. The information you enter will be saved in your profile to expedite the application process for future opportunities. Once you submit your application, the experience and training you provide will be evaluated and assigned a score.

You must apply to the exam posting and receive a score before you can apply to specific vacancies in your area.

After you complete your application to the exam posting, you will be notified via email each time a Transportation Construction Inspector vacancy is posted on the website. When a vacancy is posted in your area, submit your application! You must apply to each specific vacancy for which you wish to be considered.

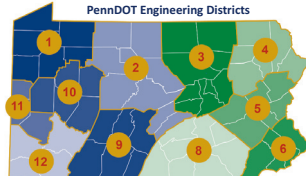
Veterans: Pennsylvania law (51 Pa. C.S. §7103) provides employment preference for qualified veterans for appointment to many state and local government jobs. To learn more about employment preferences for veterans, visit the State Civil Service Commission's website at www.sccc.pa.gov, find the Veterans page, and click "Veterans Preference."



Get to know us: www.PennDOT.gov/jobs
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Middle photo courtesy of
The Herald-Standard, Uniontown, PA



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PennDOT Winter Maintenance Program

PennDOT is proud to be an Equal Opportunity Employer promoting workforce diversity.

www.PennDOT.gov/jobs

PUB 809W (12-18)



Keeping Pennsylvania moving...

Seasonal Winter Employment Opportunities at PennDOT Include:

- Transportation Equipment Operator A (CDL Operator)** - TEOA's engage in a variety of duties, such as snow removal, traffic control, assisting in equipment repair and maintenance, guide rail repair, and truck unloading.
- Clerk 1 (Radio Dispatcher)** - Radio Dispatchers guide and direct operators during snowstorms and perform other clerical functions throughout the season.
- Diesel and Construction Equipment Mechanic** - Diesel Mechanics maintain and repair an array of construction equipment and diesel-powered vehicles.
- Tradesman Helper** - Tradesman Helpers assist mechanics in the maintenance and repair of motorized equipment in addition to performing support functions, such as construction, grounds and building maintenance, and the maintenance of equipment and tools.
- Automotive Mechanic** - Automotive Mechanics conduct routine maintenance and repair of vehicles and equipment to ensure that all fleet vehicles and equipment operate at peak efficiency.
- Clerk Typist 1** - Clerk Typists type and process a variety of documents.
- Custodial Worker 1** - Custodial Workers provide for the custodial care of public or institutional buildings and surrounding grounds.
- Semi-Skilled Laborer** - Semi-skilled laborers work as a mechanic's helper, assist with building maintenance, as well as perform small repairs that include lubrication, tire changes, and cleaning and painting equipment.
- Stock Clerk 1** - Stock clerks work in receiving, organizing, and issuing materials, supplies, tools, and equipment.
- Welder** - Welders perform a variety of welding duties, such as structural welding of bridge members, fabricating repair parts, and repairing frames on equipment, hitches, and plows.

There are many roads to success. A winter season with PennDOT can become a career.

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Come join our team!

Join Our Winter Maintenance Team!

PennDOT offers many opportunities for those interested in temporary employment from September through early April each year. These positions supplement PennDOT's permanent maintenance workforce and are critical to ensuring safe passage on Pennsylvania's roadways during the harsh winter months.

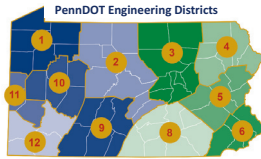
PennDOT hires many temporary employees during the winter season. PennDOT is always looking for qualified candidates to fill these vacancies. Temporary Winter Maintenance staff members have the opportunity to apply for permanent positions as internal PennDOT candidates, which gives them a greater chance at successfully gaining permanent employment with the Department.



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PennDOT Job Shadowing
High School, Trade, and College Students



PUB 810 (12-18)



Keeping Pennsylvania moving...

The Program



Deciding on a future career may be difficult, but can also be exciting. Through participation in job shadowing, students are able to immerse themselves in a learning environment and determine if the nature of work observed aligns with their interests and career goals.

The PennDOT Job Shadow program provides an opportunity for high school, trade, and college students to spend a half or full day with a skilled PennDOT employee.

Students can observe employees in administration, planning, design, construction, maintenance, and multimodal operations. They are also able to job shadow trade-related jobs like diesel mechanics in our county maintenance offices.

Engineering and technology students can benefit from spending time with our engineers. Those majoring in non-engineering disciplines can learn from observing our employees in many non-engineering fields. Students in the trades field will appreciate the automobiles, heavy trucks, and construction equipment that need to be ready to go at all times.

Students must meet eligibility criteria and will be responsible for their lunch and transportation to and from the work-site.

The Job Shadow program provides an opportunity for PennDOT to share professional experience and knowledge in a "real work" setting. We are proud to be helping students make an informed decision when choosing their future career.

Eligibility/Criteria

- ✓ Students must be enrolled in high school (freshman to senior), trade school, or college while pursuing a PennDOT-relevant discipline.
- ✓ Students must be accompanied by a PennDOT employee during the shadow experience. Participants under the age of 18 must be accompanied by a parent or guardian for the full duration of the visit.
- ✓ Students must not perform any type of work for PennDOT or be privy to any confidential information or meetings.
- ✓ Students (and parent or guardian if student under age 18) must submit a signed liability Release and Waiver.
- ✓ Requests must be submitted at least two weeks in advance to ensure there is ample time to arrange the job shadow.
- ✓ Job Shadow experiences are contingent upon the availability of PennDOT employees and the safety of the job site.

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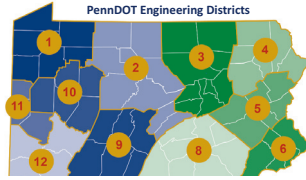
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Consider a job shadow experience to learn about what we do!



There are many roads to a successful career. Let us help you discover the right one for you. Contact your closest PennDOT District Office to request a Job Shadow event today!

Get to know us: www.PennDOT.gov/jobs
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PennDOT Civil Engineer Trainee

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PUB 809CE (5-19)



Engineer the Future!

If you want a career in an essential industry with work that impacts the world around you each day, becoming a Civil Engineer Trainee (CET) at PennDOT can be the first step on the path. PennDOT offers many opportunities across the Commonwealth to become a CET, an excellent start to a career in engineering.

The CET program is a 12-month on-the-job training program designed to develop your skills in the field of civil engineering. Throughout your initial year, you will spend time with each division in an Engineering District, learning about different aspects of the organization and making connections that will last your entire career. The work includes introductory assignments, such as conducting preliminary feasibility studies; analyzing field conditions; designing and/or constructing roads, bridges, buildings, dams, flood control facilities; or similar projects. After successful completion of the CET program, you will be promoted to a Civil Engineer and assigned to one of the divisions from your rotation.

By offering financial incentives, reimbursement for examination fees and review/prep courses, and continuing education benefits, PennDOT is the perfect employer for those interested in becoming a licensed Professional Engineer (PE). As an employee, you receive a competitive salary and excellent health benefits package; generous paid holiday, vacation, and sick leave; life insurance; and retirement/pension benefits. Working for PennDOT provides great job stability, and a clear path to advancing your career.

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Come join our Engineering team!



How to Apply

Visit our website at www.employment.pa.gov, and click "Open Jobs."

Search for the posting titled "CIVIL ENGINEER TRAINEE (ONLINE EXAM)."

Select the posting and click "Apply" to begin your application. The information you provide will be saved in your profile to expedite the application process for future opportunities. Once you complete and submit your application, your experience and training will be evaluated. You will receive a score based on the information you provide.

You must apply to the exam posting and receive a score before you can apply to specific vacancies in your area.

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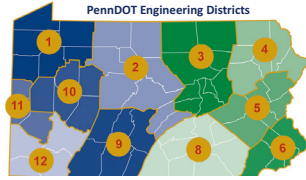


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"Hello, my name is Leigha! I have been with the Department for about two years, and I started as an Engineering Technician. I currently work in the District 12 Survey Unit. With the title of Engineering Technician, I had the opportunity to expand my knowledge in many ways. I have learned how to read construction plans, manage a database for people to view plans, and use the land surveying equipment. In these two years, I feel that I am more confident in my skills and enjoy learning something new every day."

-Leigha Arison, Survey Technician



District Contact Information:

- District 1 814-678-7085
- District 2 814-765-0400
- District 3 570-368-8686
- District 4 570-963-4061
- District 5 610-871-4100
- District 6 610-205-6700
- District 8 717-787-6653
- District 9 814-696-7250
- District 10 724-357-2800
- District 11 412-429-5000
- District 12 724-439-7315

Central Office or Driver and Vehicle Services:
717-787-5710

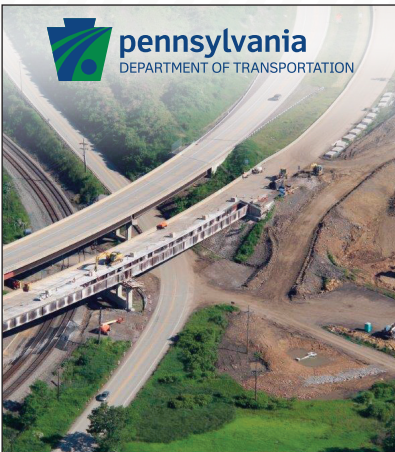


Engineering Technician

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www.PennDOT.gov/jobs

PUB 809ET (10-19)



Engineer the Future!

If you want a career in an essential industry with work that impacts the world around you each day, becoming an Engineering Technician (E-Tech) at PennDOT can be the first step on the pathway to your future. PennDOT offers many opportunities across the Commonwealth to become an E-Tech, an excellent start to a career in engineering.

The E-Tech program is a 12-month on-the-job training program designed to develop your skills in the field of civil engineering technology. The work you'll do includes a variety of beginning-level duties designed to develop your technical skills and proficiencies in a specialized field of engineering technology. Throughout your initial year with us, you may spend time with multiple divisions in an Engineering District, learning about the varied operations of the organization and making connections that will last your whole career. Our E-Techs perform work in multiple disciplines, including surveying, drafting and designing, construction and materials inspection, traffic control and planning, and right-of-way. After successful completion of the E-Tech program, you will be assigned to one of the divisions from your rotation and promoted!

We offer a competitive salary and excellent health benefits package, generous paid holiday, vacation, and sick leave, life insurance, and retirement/pension benefits. Working for PennDOT provides great job stability, and a clear path to advancing your career.

Join the Department of Transportation and enjoy great benefits, learn new skills, and be part of the driving force behind transportation excellence.

Keeping Pennsylvania moving...

The Pennsylvania Department of Transportation (PennDOT) is responsible for planning, designing, constructing, and maintaining approximately 44,500 miles of state-operated roadways and nearly 25,400 bridges statewide. PennDOT also oversees public transit, passenger rail, rail freight, ports and aviation. This is an enormous task requiring many innovative solutions for today's needs. Additionally, PennDOT administers the state's nearly 12 million vehicle registrations and 10.8 million driver licenses and ID cards.

Pennsylvanians rely on PennDOT to keep them moving when and where they want with minimal inconvenience. To meet this critical mission, PennDOT needs individuals with a driving commitment to excellence and public service!

Come join our Engineering team!



How to Apply

Visit our website at www.employment.pa.gov, and click "Open Jobs."

Search for postings titled "Engineering Technician."

Select the applicable posting and click "Apply" to begin your application. The information you provide will be saved in your profile to expedite the application process for future opportunities. Complete the required fields, answer the supplemental questions, and submit your application. If your application meets the minimum experience and training requirements, it will receive a score. Job seekers with the highest scores are referred to hiring managers for interviews.

"I first started at PennDOT in May of 2015 as an Engineering Technician. As someone without prior engineering experience, starting as an E-tech and completing the rotation proved to be very beneficial for my career growth. I was able to become familiar with the different units and created many work relationships. I would highly recommend this career path to any individual looking to get into the Engineering field."

-Derek Johnson, Highway Drafter



Looking for Employment?

PennDOT is directly responsible for nearly 40,000 miles of highway and more than 25,400 bridges. PennDOT also administers the state's more than 11 million vehicle registrations and 10.3 million driver's licenses and ID cards.



Career Opportunities Include:

- Civil Engineers
- CDL Operators
- Transportation Construction Inspectors
- Highway Maintenance Workers
- Diesel and Construction Equipment Mechanics
- Driver License Examiners/Assistants
- Real Estate Appraisers
- Student Interns
- And many others



HR-811 (4-19)

(shown actual size)



- **Competitive Wages**
- **Great Benefits**
- **Paid Holidays**
- **Boundless Opportunities**



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PennDOT Moves Pennsylvania

Join the team that will take you places!

With nearly 40,000 miles of highway and more than 25,400 bridges, there's plenty of opportunities to grow a career.



We Hire:

- Civil Engineers
- CDL Operators
- Transportation Construction Inspectors
- Highway Maintenance Workers
- Diesel and Construction Equipment Mechanics
- Driver License Examiners/Assistants
- Real Estate Appraisers
- Drafters and Designers
- Student Interns
- And many others



HR-812 (4-19)

(shown actual size)



- **Competitive Wages**
- **Great Benefits**
- **Paid Holidays**
- **Boundless Opportunities**



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HR-812 (4-19)

Jumpstarting Your Career

*"I never really considered working for PennDOT, but now I feel it's the best career decision I could have made."
- Recent PennDOT Hire*



Career Opportunities Include:

- Civil Engineers
- CDL Operators
- Transportation Construction Inspectors
- Highway Maintenance Workers
- Diesel and Construction Equipment Mechanics
- Driver License Examiners/Assistants
- Real Estate Appraisers
- Student Interns
- And many others



HR-813 (4-19)

(shown actual size)



- **Competitive Wages**
- **Great Benefits**
- **Paid Holidays**
- **Boundless Opportunities**



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