



August 29, 2022

Administrative Assistant

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time** or **part-time Administrative Assistant** position located in **Kirkville, Missouri**. The ideal candidate will fit comfortably into a fast-paced work environment that requires the ability to utilize previously learned skills in marketing, basic accounting, and computing to assist professional staff on a variety of project and administrative duties.

Responsibilities

- Learn and support B&A's mission and goals.
- Maintain confidentiality with corporate, project/client, and employee matters.
- Communicate effectively with established and prospective clients.
- Assist in the scheduling of tasks and meetings for B&A team members.
- Assist in the production of common office documents on MS Office software.
- Assist the Office Manager in keeping project documentation organized.
- Assist in the development of traditional and digital marketing material.

Minimum Qualifications

- High school degree or equivalent.
- 2+ year of experience.
- Excellent written and oral communication skills.
- High proficiency with Microsoft Office applications.
- Experience and comfort in multi-tasking at a dynamic work environment.

Ideal Qualifications

- Associate's OR Bachelor's Degree.
- Familiarity with construction documents and construction contracts.
- Experience with the development of marketing materials including proficiency in Adobe Acrobat Professional and InDesign.
- Experience in basic website design using WordPress.

- Familiarity with basic accounting terms and the ability to interpret basic information summarized within financial audits.

Benton & Associates, Inc. strives to offer competitive salaries and performance incentives. Standard benefits for full-time employment include health and life insurance, flexible spending and health savings accounts, generous 401k retirement, professional development and training and flexible work scheduling. B&A's leadership recognizes the value each team member has in the firm's success and they aim to provide as much financial recognition to those contributions as possible.

Benton & Associates, Inc. is an equal opportunity employer. We are strongly committed to the recruitment, selection development, and promotion of all employees on individual merit. We continually seek to build and maintain a workforce that reflects the rich diversity of the population we serve. Our practice is to strive to provide equal employment, training, education, mentoring and advancement to all employees without regard to race, color, religion, gender, national origin, age, or disability. You are welcome to submit your resume at any time for consideration.

Resumes and applications may be submitted

by mail to:

Reginald Benton, PE
Benton & Associates, Inc.
1970 West Lafayette Avenue
Jacksonville, Illinois 62650

or by email to:

info@bentonassociates.com



October 1, 2021

Engineering Technician

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Engineering Technician** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist in the design development of infrastructure projects including bridges, roads, site development, water distribution systems, sewer collection/treatment systems and other civil engineering projects.

Responsibilities

- Produce construction plans and documents related to transportation and general civil engineering projects.
- Utilize MicroStation and Geopak/InRoads to proficiently download survey data, develop existing site contours, profiles, horizontal and vertical roadway alignments, cross sections, and develop proposed grading plans.
- Learn B&A's CADD standards and assist in maintaining and updating them.
- Develop high proficiency in creating CADD deliverables and look continuously for methods of improvement through use of emerging technologies and software.
- Assist in construction observation duties as infrastructure and building projects are being constructed.

Minimum Qualifications

- Associate's degree and 1-3 years of experience OR,
- High school degree (or equivalent) and 3-5 years of experience.
- Experience with CADD software to develop infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.

Ideal Qualifications

- Bachelor's Degree in engineering technology or equivalent.

- Experience in topographic surveys and construction staking using GPS and robotic total station equipment.
- Experience with easements and rights-of-way.
- Experience producing roadway plans following IDOT CADD standards.
- Experience utilizing MicroStation and Geopak/InRoads in infrastructure plan production.

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October 1, 2021

Senior Engineering Technician

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B&A is seeking a candidate to fill a **full-time Senior Engineering Technician** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to lead plan production and 3D modeling efforts on a variety of infrastructure projects including bridges, roads, site development, water distribution systems, sewer collection/treatment systems and other civil engineering projects.

Responsibilities

- Produce construction plans and documents related to transportation and general civil engineering projects.
- Utilize MicroStation and Geopak/InRoads to proficiently download survey data, develop existing site contours, profiles, horizontal and vertical roadway alignments, cross sections, and develop proposed grading plans.
- Work with B&A leadership to improve company CADD standards.
- Become familiar with emerging CADD and 3D modeling technologies and work with B&A leadership to determine how they can be utilized effectively on projects.
- Mentor follow engineering technicians to more effectively and efficiently produce high quality construction documents, models, and graphics.

Minimum Qualifications

- Associate's degree and 5+ years of experience OR,
- High school degree (or equivalent) and 7+ years of experience.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Ability to quickly learn and function within MicroStation and Geopak/InRoads software ecosystems to proficiently develop construction plans.

Ideal Qualifications

- Bachelor's Degree in engineering technology or equivalent.
- Experience in topographic surveys and construction staking using GPS and robotic total station equipment.
- Experience with easements and rights-of-way.
- Experience producing roadway plans following IDOT CADD standards.
- Experience utilizing MicroStation and Geopak/InRoads in infrastructure plan production.

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August 30, 2022

Transportation/Site Development Engineer (E.I.T.)

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Transportation/Site Development Engineer (E.I.T.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist with the design development of a variety of infrastructure projects including roads, bridges, storm sewer collection systems, and site development. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Aid in the design development of roads, bridges, storm sewer collection systems, and site development.
- Assist in the production of construction documents utilizing MicroStation and Geopak/InRoads CADD software.
- Assist in the preparation of planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform engineering calculations, analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil Engineering with E.I.T. Certification.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Strong desire to develop technical expertise in transportation/site development engineering under the guidance of experienced and successful senior engineers.

Ideal Qualifications

- At least 1+ year of experience in transportation and site development engineering, including relevant internships.
- Experience utilizing MicroStation and Geopak/InRoads in infrastructure plan production.
- Field and office experience related to topographic surveys, construction staking, and production of roadway plans following IDOT policies and CADD standards.

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October 1, 2021

Transportation/Site Development Engineer (P.E.)

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B&A is seeking a candidate to fill a **full-time Transportation/Site Development Engineer (P.E.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist with the design development of a variety of infrastructure projects including roads, bridges, storm sewer collection systems, and site development. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Produce engineering plans and specifications for roads, bridges, storm sewer collection systems, and site development.
- Assist in CADD production utilizing MicroStation and OpenRoads/GEOPAK CADD software.
- Prepare planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform engineering calculations, analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil Engineering.
- P.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. within 12 months of employment.
- 5+ years of experience in transportation and site development engineering.
- Experience with CADD software in developing infrastructure or building construction plans.
- Field and office experience related to topographic surveys, construction staking, and production of roadway plans.
- High proficiency with Microsoft Office applications.

- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.

Ideal Qualifications

- Experience utilizing MicroStation and OpenRoads/GEOPAK in infrastructure plan production.
- Experience producing roadway plans following IDOT policies and CADD standards.
- Prior participation within professional societies and organizations.
- Familiarity and comfort working with municipal clients and presenting at committee and council meetings.
- Demonstratable experience developing new client relationships and marketing service offerings.

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October 1, 2021

Senior Transportation/Site Development Engineer (P.E.)

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B&A is seeking a candidate to fill a **full-time Senior Transportation/Site Development Engineer (P.E.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to manage the design development of a variety of infrastructure projects including roads, bridges, storm sewer collection systems, and site development. The ideal candidate will quickly integrate themselves within B&A's management team and become comfortable directing projects from inception through construction while improving and expanding our client relationships.

Responsibilities

- Lead engineering teams across all levels and disciplines within B&A to effectively complete project tasks.
- Produce engineering plans and specifications for roads, bridges, storm sewer collection systems, and site development.
- Prepare planning reports and infographics.
- Perform complex engineering calculations, analysis, and product specification development.
- Maintain high technical proficiencies in transportation and site development engineering and mentor staff effectively to raise the firm's capacity to acquire and perform these types of projects.
- Improve client relationships and consistently bring work to the firm with existing and new clients.

Minimum Qualifications

- B.S. in Civil Engineering.
- P.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. within 12 months of employment.
- 10+ years of experience in transportation and site development engineering.
- Experience with CADD software in developing infrastructure or building construction plans.
- Field and office experience related to topographic surveys, construction staking, and production of roadway plans.
- High proficiency with Microsoft Office applications.

- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.
- Ability to attend and present at municipal committee and council meetings.

Ideal Qualifications

- Experience utilizing MicroStation and Geopak/InRoads in infrastructure plan production.
- Experience producing roadway plans following IDOT policies and CADD standards.
- Prior participation within professional societies and organizations.
- Demonstratable experience developing new client relationships and marketing service offerings.
- Demonstratable experience in mentoring junior staff and accelerating their professional advancement.

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August 23, 2022

Civil/Municipal Engineer (E.I.T.)

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B&A is seeking a candidate to fill a **full-time Civil/Municipal Engineer (E.I.T.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist with the design development of a variety of municipal infrastructure projects including water distribution and treatment, wastewater collection and treatment, local roads and streetscapes, storm drainage, and site development. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Aid in the design development of local roads and streetscapes, water/wastewater infrastructure, site development, and stormwater infrastructure.
- Assist in the production of construction documents utilizing MicroStation CADD software.
- Assist in the preparation of planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform engineering calculations, analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil or Environmental Engineering with E.I.T. Certification.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Strong desire to develop technical expertise in either transportation/site development engineering OR water/wastewater engineering under the guidance of experienced and successful senior engineers.

Ideal Qualifications

- At least 1+ year of experience in civil/municipal engineering, including relevant internships.
- Experience utilizing MicroStation in infrastructure plan production.
- Field and office experience related to topographic surveys, preparing infrastructure planning reports, production of engineering plans, utilization of water and/or sewer standards, and construction observation of municipal infrastructure projects.

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October 1, 2021

Civil/Municipal Engineer (P.E.)

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B&A is seeking a candidate to fill **full-time Civil/Municipal Engineer (P.E.)** position located in **any of the following locations – Jacksonville, Illinois; Macomb, Illinois; Kirksville, MO; Macon, MO; Rolla, MO; and Lebanon, MO.** The ideal candidate will have the ability to assist with the design development of a variety of municipal infrastructure projects including water distribution and treatment, wastewater collection and treatment, local roads and streetscapes, storm drainage, and site development. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Produce engineering plans and specifications for local roads and streetscapes, water/wastewater infrastructure, site development, and stormwater infrastructure.
- Assist in the production of construction documents utilizing MicroStation CADD software.
- Prepare planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform engineering calculations, analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil or Environmental Engineering
- P.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. within 12 months of employment.
- 5+ years of experience in municipal infrastructure engineering including the development of engineering planning reports, plans and specifications, and performing construction observation.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.

- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.

Ideal Qualifications

- Experience utilizing MicroStation in infrastructure plan production.
- Familiarity and comfort working with municipal clients and presenting at committee and council meetings.
- Prior participation within professional societies and organizations.
- Demonstratable experience developing new client relationships and marketing service offerings.

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October 1, 2021

Senior Civil/Municipal Engineer (P.E.)

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B&A is seeking a candidate to fill a **full-time Senior Civil/Municipal Engineer (P.E.)** position located in **ny of the following locations – Jacksonville, Illinois; Macomb, Illinois; Kirksville, MO; Macon, MO; Rolla, MO; and Lebanon, MO.** The ideal candidate will have the ability to manage the design development of a variety of municipal infrastructure projects including water distribution and treatment, wastewater collection and treatment, local roads and streetscapes, storm drainage, and site development. The ideal candidate will quickly integrate themselves within B&A's management team and become comfortable directing projects from inception through construction while improving and expanding our client relationships.

Responsibilities

- Lead engineering teams across all levels and disciplines within B&A to effectively complete project tasks.
- Produce engineering plans and specifications for local roads and streetscapes, water/wastewater infrastructure, site development, and stormwater infrastructure.
- Prepare planning reports and infographics.
- Perform complex engineering calculations, analysis, and product specification development.
- Maintain at least one high technical proficiency related to municipal engineering with the ability to mentor staff in that proficiency and raise the firm's capacity to acquire and perform these types of projects.
- Improve client relationships and consistently bring work to the firm with existing and new clients.

Minimum Qualifications

- B.S. in Civil or Environmental Engineering
- P.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. within 12 months of employment.
- 10+ years of experience in municipal infrastructure engineering including the development of engineering planning reports, plans and specifications, and performing construction engineering services.

- Experience with CADD software in developing infrastructure construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Familiarity and comfort working with municipal clients and presenting at committee and council meetings.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.

Ideal Qualifications

- Experience utilizing MicroStation in infrastructure plan production.
- Prior participation within professional societies and organizations including serving on committees and presenting at conferences.
- Demonstratable experience developing new client relationships and marketing service offerings.
- Demonstratable experience in mentoring junior staff and accelerating their professional advancement.

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February 8, 2022

Water/Wastewater Engineer (E.I.T.)

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B&A is seeking a candidate to fill a **full-time Water/Wastewater Engineer (E.I.T.)** position located in **any of the following locations – Jacksonville, Illinois; Macomb, Illinois; Kirksville, MO; Macon, MO; Rolla, MO; and Lebanon, MO**. The ideal candidate will have the ability to assist with the design development of water distribution and treatment facilities, wastewater collection and treatment facilities, pump stations, and stormwater detention/retention/conveyance systems. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Aid in the design development of water, wastewater, and stormwater infrastructure.
- Assist in the production of construction documents utilizing MicroStation CADD software.
- Assist in the preparation of planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform engineering calculations, hydraulic analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil or Environmental Engineering with E.I.T. Certification.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Strong desire to develop technical expertise within water/wastewater engineering under the guidance of experienced and successful senior engineers.

Ideal Qualifications

- At least 1+ year of experience water/wastewater engineering, including relevant internships.
- Experience utilizing MicroStation in infrastructure plan production.
- Field and office experience related to topographic surveys, preparing infrastructure planning reports, production of engineering plans, utilization of water and/or sewer standards, and construction observation of municipal infrastructure projects.

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October 1, 2021

Water/Wastewater Engineer (P.E.)

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Water/Wastewater Engineer (P.E.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist with the design development of water distribution and treatment facilities, wastewater collection and treatment facilities, pump stations, and stormwater detention/retention/conveyance systems. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Produce engineering plans and specifications for water, wastewater, and stormwater infrastructure.
- Assist in the production of construction documents utilizing MicroStation CADD software.
- Prepare planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform engineering calculations, hydraulic analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil or Environmental Engineering
- P.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. within 6 months of employment.
- 5+ years of experience in water/wastewater engineering including the development of engineering planning reports, plans and specifications, and performing construction observation.
- Experience with CADD software in developing water/wastewater construction plans.
- High proficiency with Microsoft Office applications.

- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.

Ideal Qualifications

- Experience utilizing MicroStation in infrastructure plan production.
- Experience utilizing WaterGEMS or similar hydraulic modeling software.
- Experience in the design and permitting of water and/or wastewater treatment facilities.
- Familiarity and comfort working with municipal clients and presenting at committee and council meetings.
- Prior participation within professional societies and organizations.
- Demonstratable experience developing new client relationships and marketing service offerings.

Benton & Associates, Inc. strives to offer competitive salaries and performance incentives. Standard benefits for full-time employment include health and life insurance, flexible spending and health savings accounts, generous 401k retirement, professional development and training and flexible work scheduling. B&A's leadership recognizes the value each team member has in the firm's success and they aim to provide as much financial recognition to those contributions as possible.

Benton & Associates, Inc. is an equal opportunity employer. We are strongly committed to the recruitment, selection development, and promotion of all employees on individual merit. We continually seek to build and maintain a workforce that reflects the rich diversity of the population we serve. Our practice is to strive to provide equal employment, training, education, mentoring and advancement to all employees without regard to race, color, religion, gender, national origin, age, or disability. You are welcome to submit your resume at any time for consideration.

Resumes and applications may be submitted

by mail to:

Reginald Benton, PE
Benton & Associates, Inc.
1970 West Lafayette Avenue
Jacksonville, Illinois 62650

or by email to:

info@bentonassociates.com



October 1, 2021

Senior Water/Wastewater Engineer (P.E.)

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B&A is seeking a candidate to fill a **full-time Senior Water/Wastewater Engineer (P.E.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to manage the design development of water distribution and treatment facilities, wastewater collection and treatment facilities, pump stations, and stormwater detention/retention/conveyance systems. The ideal candidate will quickly integrate themselves within B&A's management team and become comfortable directing projects from inception through construction while improving and expanding our client relationships.

Responsibilities

- Lead engineering teams across all levels and disciplines within B&A to effectively complete project tasks.
- Produce engineering plans and specifications for water, wastewater, and stormwater infrastructure.
- Prepare planning reports and infographics.
- Perform construction observation and contract administration duties.
- Perform complex engineering calculations, hydraulic analysis, and product specification development.
- Maintain high technical proficiency related to either water or wastewater engineering with the ability to mentor staff in that proficiency and raise the firm's capacity to acquire and perform these types of projects.
- Improve client relationships and consistently bring work to the firm with existing and new clients.

Minimum Qualifications

- B.S. in Civil or Environmental Engineering
- P.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. within 6 months of employment.
- 10+ years of experience in water/wastewater engineering including the development of engineering planning reports, plans and specifications, and performing construction observation.

- Experience in the design and permitting of water and/or wastewater treatment facilities.
- Experience with CADD software in developing water/wastewater construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Familiarity and comfort working with municipal clients and presenting at committee and council meetings.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.

Ideal Qualifications

- Experience utilizing MicroStation in infrastructure plan production.
- Experience utilizing WaterGEMS or similar hydraulic modeling software.
- Prior participation within professional societies and organizations including serving on committees and presenting at conferences.
- Demonstratable experience developing new client relationships and marketing service offerings.
- Demonstratable experience in mentoring junior staff and accelerating their professional advancement.

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February 8, 2022

Bridge/Structural Engineer (E.I.T.)

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Bridge/Structural Engineer (E.I.T.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist with the design development of bridges, buildings, and other miscellaneous structures. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- Aid in the design development of bridges, buildings, and other miscellaneous structures.
- Assist in the production of construction documents utilizing MicroStation CADD software.
- Perform structural inspections of existing facilities and infrastructure.
- Assist in the preparation of planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform structural engineering calculations, analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil or Structural Engineering with E.I.T. Certification.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Strong desire to develop technical expertise and obtain licensure within structural engineering under the guidance of experienced and successful senior engineers.

Ideal Qualifications

- At least 1+ year of building or bridge design experience, including relevant internships.
- Experience utilizing MicroStation in infrastructure plan production.
- Field and office experience related to topographic surveys, preparing infrastructure planning reports, production of engineering plans, utilization of water and/or sewer standards, and construction observation of municipal infrastructure projects.

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December 28, 2020

Bridge/Structural Engineer (P.E./S.E.)

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Bridge/Structural Engineer (P.E./S.E.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist with the design development of bridges, buildings, and other miscellaneous structures. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception through construction while continuously improving our relationships with our clients.

Responsibilities

- **Reg and Matt input needed**
- Aid in the design development of bridges, buildings, and other miscellaneous structures.
- Assist in the production of construction documents utilizing MicroStation CADD software **(do we use other programs?)**.
- Perform structural inspections of existing facilities and infrastructure.
- Prepare planning reports and infographics.
- Collaborate with all levels and disciplines within B&A to effectively complete project tasks.
- Perform structural engineering calculations, analysis, and product specification development under the supervision of a project manager.
- Perform construction observation and contract administration duties.
- Communicate effectively with clients, funding agencies, sub-consultants, and construction contractors.

Minimum Qualifications

- B.S. in Civil or Structural Engineering
- P.E. and S.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. and S.E. within 1 year of employment.
- 5+ years of experience in structural engineering of buildings and/or bridges.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.

- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.
- **Reg and Matt input needed**

Ideal Qualifications

- Experience utilizing MicroStation in infrastructure and building plan production.
- **Reg and Matt input needed**
- Prior participation within professional societies and organizations.
- Demonstratable experience developing new client relationships and marketing service offerings.

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December 28, 2020

Senior Bridge/Structural Engineer (P.E./S.E.)

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Senior Bridge/Structural Engineer (P.E./S.E.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to manage the design development of bridges, buildings, and other miscellaneous structures. The ideal candidate will quickly integrate themselves within B&A's management team and become comfortable directing projects from inception through construction while improving and expanding our client relationships.

Responsibilities

- **Reg and Matt input needed**
- Lead engineering teams across all levels and disciplines within B&A to effectively complete project tasks.
- Produce engineering plans and specifications for bridges, buildings, and other miscellaneous structures.
- Perform structural inspections of existing facilities and infrastructure.
- Prepare planning reports and infographics.
- Perform complex engineering calculations, analysis, and product specification development.
- Perform construction observation and contract administration duties.
- Maintain high technical proficiency in either bridge or building engineering with the ability to mentor staff in that proficiency and raise the firm's capacity to acquire and perform these types of projects.
- Improve client relationships and consistently bring work to the firm with existing and new clients.

Minimum Qualifications

- B.S. in Civil or Structural Engineering
- P.E. and S.E. licensure in the State of Illinois or the ability to obtain an Illinois P.E. and S.E. within 6 months of employment.
- 10+ years of experience in structural engineering of buildings and/or bridges.
- Experience with CADD software in developing infrastructure or building construction plans.
- High proficiency with Microsoft Office applications.

- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- Ability to quickly learn B&A business practices and effectively assist in managing client relationships through effective communication and delivery of quality work product.
- **Reg and Matt input needed**

Ideal Qualifications

- Experience utilizing MicroStation in infrastructure and building plan production.
- **Reg and Matt input needed**
- Prior participation within professional societies and organizations including serving on committees and presenting at conferences.
- Demonstratable experience developing new client relationships and marketing service offerings.
- Demonstratable experience in mentoring junior staff and accelerating their professional advancement.

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October 1, 2021

Land Surveyor Technician

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time, entry level Land Surveyor Technician** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to assist our surveying team in performing boundary, ALTA, topographic and construction surveys utilizing GPS and Total Station instruments. The ideal candidate will also quickly grow within B&A to become comfortable working independently and leading projects from inception with our clients.

Responsibilities

- Operate survey instruments and equipment on a variety of projects including topographic, ALTA, boundary, and construction staking.
- Assists the party chief in obtaining field measurements and calculating points, elevations, lines, angles, and contours.
- Assists the party chief in preparing recorded plats and other work product.
- Learn B&A's surveying standards and become proficient in utilizing them on projects to deliver quality land surveying services to our clients.

Minimum Qualifications

- High school diploma (or equivalent).
- Valid driver's license.
- Strong verbal communication skills to communicate with co-workers and the general public.
- Able to follow instruction from PLS and project managers.
- Able to work in varying work conditions in the field such as heat, cold, and over challenging terrain.
- Experience and comfort working in a team environment with the ability to manage multiple projects and adjust work schedule to meet project deadlines in a fast-paced work environment.

Ideal Qualifications

- Associate's degree or Bachelor's degree in surveying or a related field.
- CADD experience in developing boundary, ALTA, or topographic plans.

- Familiarity and technical ability to operate GPS equipment (preferably by Trimble) and robotic Total Station instruments (preferably Topcon).

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October 1, 2021

Professional Land Surveyor (P.L.S.)

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Professional Land Surveyor (P.L.S.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to perform boundary, ALTA, topographic and construction surveys utilizing GPS and Total Station instruments. The ideal candidate will also quickly grow within B&A to become comfortable managing projects from inception with our clients.

Responsibilities

- Supervise and schedule survey crew operations.
- Promote business development and marketing of B&A's land surveying, construction stake-out, and land development services.
- Oversee preparation/presentation of survey plats, legal descriptions, easement descriptions, and other survey and land acquisition documents.
- Oversee and maintain QA/QC procedures for field surveys and client deliverables.
- Preparation of cost estimates for land surveys, topographic surveys, and construction stake-out.
- Coordinate engineering project survey needs/scheduling with project managers.
- Perform record research at county recorders' offices and other government entities, as needed.
- Learn B&A's surveying standards and become proficient in utilizing them on projects to deliver quality land surveying services to our clients.

Minimum Qualifications

- Associate's degree or Bachelor's degree in surveying or a related field.
- Valid driver's license.
- Professional land surveyor license in Illinois or the ability to obtain one within 12 months of employment.
- 5+ years of land surveying experience with the responsibility of overseeing survey crew operations.
- Proficiently knowledgeable in the operations and maintenance of GPS equipment and software (preferably Trimble) as well as robotic total stations (preferably Topcon) and differential levels.
- Demonstrably strong math, problem solving, and time management skills.
- Proficient in utilizing CADD for land surveying purposes.

- Proficient in construction plan reading.
- Able to work in varying work conditions in the field such as heat, cold, and over challenging terrain.
- Experience and comfort working in a team environment with the ability to manage multiple projects and adjust work schedule to meet project deadlines in a fast-paced work environment.

Ideal Qualifications

- Experience utilizing MicroStation, GeoPak, and Illinois Department of Transportation standards and codes.
- Prior participation with professional societies and organizations.
- Demonstratable experience developing new client relationships and marketing service offerings.

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October 1, 2021

Senior Professional Land Surveyor (P.L.S.)

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B&A is seeking a candidate to fill a **full-time Senior Professional Land Surveyor (P.L.S.)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to perform boundary, ALTA, topographic and construction surveys utilizing GPS and Total Station instruments. The ideal candidate will quickly integrate themselves within B&A's management team and become comfortable directing a variety of land surveying projects from their inception through completion while improving and expanding our client relationships.

Responsibilities

- Supervise and schedule survey crew operations.
- Promote business development and marketing of B&A's land surveying, construction stake-out, and land development services.
- Oversee preparation/presentation of survey plats, legal descriptions, easement descriptions, and other survey and land acquisition documents.
- Oversee and maintain QA/QC procedures for field surveys and client deliverables.
- Preparation of cost estimates for land surveys, topographic surveys, and construction stake-out.
- Coordinate engineering project survey needs/scheduling with project managers.
- Perform record research at county recorders' offices and other government entities, as needed.
- Learn B&A's surveying standards and provide input for continuous improvement.

Minimum Qualifications

- Associate's degree or Bachelor's degree in surveying or a related field.
- Valid driver's license.
- Professional land surveyor license in Illinois or the ability to obtain one within 12 months of employment.
- 10+ years of land surveying experience with the responsibility of overseeing survey crew operations.
- Proficiently knowledgeable in the operations and maintenance of GPS equipment and software (preferably Trimble) as well as robotic total stations (preferably Topcon) and differential levels.
- Demonstrably strong math, problem solving, and time management skills.

- Proficient in utilizing CADD for land surveying purposes.
- Proficient in construction plan reading.
- Able to work in varying work conditions in the field such as heat, cold, and over challenging terrain.
- Experience and comfort working in a team environment with the ability to manage multiple projects and adjust work schedule to meet project deadlines in a fast-paced work environment.

Ideal Qualifications

- Experience utilizing MicroStation, GeoPak, and Illinois Department of Transportation standards and codes.
- Prior participation with professional societies and organizations.
- Demonstratable experience developing new client relationships and marketing service offerings.
- Demonstratable experience in mentoring junior staff and accelerating their professional development.

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October 1, 2021

Plan Production Manager / CADD Manager

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to its future by recruiting both recent graduates and experienced professionals of a variety of backgrounds and skillsets.

B&A is seeking a candidate to fill a **full-time Plan Production Manager (CADD Manager)** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to lead plan production and 3D modeling efforts on a variety of infrastructure projects including bridges, roads, site development, water treatment and distribution systems, sewer collection and treatment systems and other civil engineering projects.

Responsibilities

- Oversee the production of all plans produced at B&A and help implement best practices to elevate the company's CADD standards.
- Utilize MicroStation and OpenRoads/GEOPAK to proficiently download survey data, develop existing site contours, profiles, horizontal and vertical roadway alignments, cross sections, and develop proposed grading plans.
- Become familiar with emerging CADD and 3D modeling technologies and work with B&A leadership to determine how they can be utilized effectively on projects.
- Mentor staff to produce high quality construction documents, models, and graphics more effectively and efficiently.
- Enact quality control and assurance practices to produce accurate and consistent engineering plans and deliverables.
- Assist all engineers and technologists in plan production as needed in a fast-paced, dynamic work environment.

Minimum Qualifications

- Bachelor's or Associate's degree in CADD-related field (or equivalent working knowledge/experience).
- Minimum of 5 years' experience in the Civil Engineering or heavy civil construction field.
- Demonstratable experience in developing plans in Microstation and OpenRoads/GEOPAK, or equivalent.
- Ability to document and annotate 2D plans, sections, and details from 3D models.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.

- Demonstratable experience in leading CADD teams, effectively managing project budgets, and mentoring staff in the development of engineering plans.
- High proficiency with Microsoft Office applications.

Ideal Qualifications

- Familiarity with GIS systems (ArcGIS, Diamond Maps) in creating maps for municipal infrastructures.
- Experience in topographic surveys and construction staking using GPS and robotic total station equipment.
- Experience with laser scanning and processing the data into 3D models and plans.
- Experience producing roadway plans following IDOT CADD standards.
- Familiarity with AutoCAD, Revit, and Civil 3D.

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October 1, 2021

Plan Production / CADD Technician

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B&A is seeking a candidate to fill a **full-time Plan Production / CADD Technician** position located in **Jacksonville, Illinois**. The ideal candidate will have the ability to create 2D and 3D engineering plans on a variety of infrastructure projects including bridges, roads, site development, water treatment and distribution systems, sewer collection and treatment systems and other civil engineering projects.

Responsibilities

- Produce construction plans and documents related to transportation and general civil engineering projects.
- Utilize MicroStation and OpenRoads/GEOPAK to proficiently download survey data, develop existing site contours, profiles, horizontal and vertical roadway alignments, cross sections, and develop proposed grading plans.
- Learn B&A's CADD standards and assist in maintaining and updating them.
- Develop high proficiency in creating CADD deliverables and look continuously for methods of improvement through use of emerging technologies and software.

Minimum Qualifications

- Bachelor's or Associate's degree in CADD-related field (or equivalent working knowledge/experience).
- Minimum of 1 years' experience in the Civil Engineering or heavy civil construction field.
- Experience with CADD software to develop infrastructure or building construction plans.
- Experience and comfort working in a team environment with the ability to manage multiple projects and meet various project deadlines in a fast-paced work environment.
- High proficiency with Microsoft Office applications.

Ideal Qualifications

- Experience utilizing MicroStation and Geopak/InRoads in infrastructure plan production.
- Experience producing roadway plans following IDOT CADD standards.
- Familiarity with GIS systems (ArcGIS, Diamond Maps) in creating maps for municipal infrastructure.

- Experience in topographic surveys and construction staking using GPS and robotic total station equipment.
- Experience with easements and rights-of-way.

Benton & Associates, Inc. strives to offer competitive salaries and performance incentives. Standard benefits for full-time employment include health and life insurance, flexible spending and health savings accounts, generous 401k retirement, professional development and training and flexible work scheduling. B&A's leadership recognizes the value each team member has in the firm's success and they aim to provide as much financial recognition to those contributions as possible.

Benton & Associates, Inc. is an equal opportunity employer. We are strongly committed to the recruitment, selection development, and promotion of all employees on individual merit. We continually seek to build and maintain a workforce that reflects the rich diversity of the population we serve. Our practice is to strive to provide equal employment, training, education, mentoring and advancement to all employees without regard to race, color, religion, gender, national origin, age, or disability. You are welcome to submit your resume at any time for consideration.

Resumes and applications may be submitted

by mail to:

Reginald Benton, PE
Benton & Associates, Inc.
1970 West Lafayette Avenue
Jacksonville, Illinois 62650

or by email to:

info@bentonassociates.com



February 8, 2022

Summer Internships - 2022

Benton & Associates, Inc. (B&A) is a consulting engineering and land surveying firm of 35+ employees serving public and private clients throughout Illinois, Missouri, and the greater Midwest. After 50+ years in business, our employee-owned firm is looking to strengthen our long-standing internship program by providing students to work and learn in a fast-paced consulting engineering environment.

Our goal is to provide our interns with applicable work experience that provides real value to our firm and our clients. Beyond project work experience, we strive to provide opportunities for students to learn about our business practices and corporate culture with the goal of finding future full-time employees and leaders of our firm. In fact, four of our current principals at one time were interns at B&A!

B&A is seeking candidates for our 2022 Summer Internship program. We accept resumes and applications from all undergraduate and graduate students with majors in **civil engineering, environmental engineering, structural engineering, mechanical engineering, electrical engineering, construction management, land surveying, G.I.S, engineering technology, biology, chemistry, and physics**. Within your application, please indicate which office location(s) would be your preference to work from.

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