

Join Team MDOT!

The Maryland Department of Transportation has a broad range of career opportunities. MDOT has positions for high-level or entry-level, skilled trades or executives, behind the wheel or behind a desk — there truly is a place for everyone. Good jobs, good benefits, all while serving the citizens of our great state. Read on to discover the many benefits of working at MDOT. For more information or for positions available, call the MDOT Job Hotline at 410-865-1073 or search current openings online at governmentjobs.com/careers/mdotmd.

THERE'S A JOB FOR YOU AT MDOT

Administration and Business Management: Jobs range from Fiscal Analysts to Customer Service Agents, from Auditors to HR Specialists.

Engineering and Planning: MDOT depends on Transportation Engineers, Planners, Technicians, Surveyors, Cartographers and GIS Analysts.

Government, Policy and Administration: Ample opportunities are available for Attorneys, Legislative Analysts, Paralegals, and Policy Analysts.

Information Technology: IT makes MDOT work — from Network Specialists to Database Managers, from Programmer Analysts to Webmasters.

Maintenance and Skilled Trades: Help keep MDOT running as a Mechanic or Highway Operations Technician, Carpenter, Electrician or Plumber.

Police and Public Safety: Protect our infrastructure as a Police Officer, Firefighter or Paramedic, Dispatcher or Emergency Response Technician.

Transportation, Distribution and Logistics: Move Maryland as a Bus or Rail Operator, Fare Inspector, Logistics Manager or ITS Technician.

And that's only a small selection of opportunities at MDOT — **Many more careers available.**



Boyd K. Rutherford
Lt. Governor



Larry Hogan
Governor



Pete K. Rahn
Secretary of
Transportation



SCAN

To learn more about job opportunities with the Maryland Department of Transportation visit our jobs website at governmentjobs.com/careers/mdotmd or scan the barcode to the left.



MDOT MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND AVIATION ADMINISTRATION

MDOT MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND PORT ADMINISTRATION

MDOT MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND TRANSIT ADMINISTRATION

MDOT MARYLAND DEPARTMENT OF TRANSPORTATION
MOTOR VEHICLE ADMINISTRATION

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STATE HIGHWAY ADMINISTRATION



Maryland
Transportation
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OF TRANSPORTATION

MDOT Benefits Guide

Connecting You to Life's Opportunities

mdot.maryland.gov

Job Hotline: 410-865-1073

The Benefits of MDOT

PAY RATE

Salaries are determined according to job classification and pay grade. Classification levels are well-defined to provide employees with valuable information for career planning. The salary structure includes 26 grades, each grade contains 20 incremental steps.

DIRECT DEPOSIT

Employees are advised at the time they are hired that their net pay will be paid via direct deposit to their financial institution, unless specified otherwise.

HEALTH BENEFITS

Employees are given the opportunity to join a State subsidized health insurance plan. Health benefits include a variety of options:

- Choice of several major medical plans
- Vision
- Term Life insurance
- Dental
- Prescription
- Flexible Spending Accounts (FSA)
- Accidental death and dismemberment plan

RETIREMENT BENEFITS

Employees participate in a contributory defined benefit pension plan. Employees are also eligible to participate in a supplemental retirement plan: the 457 Deferred Compensation Plan or the 401(k) Savings and Investment Plan.

LEAVE BENEFITS

Annual Leave

The amount of annual leave earned depends on the length of the employee's State service. Annual leave is earned in the following increments:

Annual
Leave

- 0-5 years employment = 10 days per year
- 6-10 years employment = 15 days per year
- 11-20 years employment = 20 days per year
- 21+ years employment = 25 days per year

Employees may carry-over up to 75 days of annual leave from one calendar year to the next. Upon separation from State service, employees shall be compensated for accrued annual leave (amount allowed by policy), after at least 6 months of service.

Personal Leave

Full-time employees are granted seven personal days per year. Upon hire, new employees receive 1-7 days of personal leave, determined by the date of hire.

Sick Leave

Full-time employees earn 15 days of sick leave per year. There is no limit to the number of sick days an employee may accrue or carry-over into a new calendar year. Accrued sick leave is credited to employees' service time at retirement.

Leave Bank and Leave Donation Program

Employees may receive leave for a serious and prolonged medical condition after their leave has been exhausted. New employees are eligible to join the State Employees' Leave Bank and are eligible to request leave after 90 days of establishing their membership. There is also a donated leave program in which employees may donate leave to co-workers for certain medical conditions.

Other Types of Leave:

- Holidays (at least 10 per year)
- Bereavement
- Compensatory
- Work Injury
- Emergency release
- Religious observances

Paid leave is also granted for the following: jury duty; military service or training for up to 15 work days per year; summoned court appearances, if the employee is not a party to the action nor a paid witness; and up to four hours for State Government employment exams or interviews.

TUITION REIMBURSEMENT PROGRAM

Participants in this program must be permanent employees who have successfully passed an initial probationary period. Reimbursement is at the University of Maryland per credit charge in effect at the time reimbursement is requested. Reimbursement is dependent upon the availability of funds.

FLEXTIME AND TELEWORK

Many MDOT agencies offer their employees flexible work schedules. There is a Teleworking Program in which employees and their supervisors have an arrangement where the employees may work at home, at a satellite office, or at a Telework Center on selected work days.

PART-TIME EMPLOYEES

All permanent, part-time employees earn salaries that are pro-rated for the number of hours worked. These employees also earn pro-rated leave. Employees who are actively employed at least 50% of the work week are entitled to receive full health insurance benefits, may join the State Employees Credit Union, and may participate in special programs offered.

STATE EMPLOYEES CREDIT UNION (SECU)

The Maryland State Employees Credit Union is a not-for-profit financial institution, available to State employees and their families. Services include: online banking, bill pay, certificate of deposits, checking, savings, and money market accounts and business, auto, home, and student loans.

SMARTWORK - STUDENT LOAN REPAYMENT PLAN

Employees in the following classifications may be eligible for student loan repayment:

- Computer Network Specialist Trainee, I, II, and Lead
- Database Specialist I, II
- IT Programmer Analyst I, II, Lead/Advanced
- MDTA Police Officer Recruit, Officer I, Officer II, Senior Officer, Corporal, Sergeant, First Sergeant, Lieutenant
- MDOT MVA Nurse Case Reviewer
- Police Officer I, II, III (MDOT MVA)
- Transportation Design Engineer I, II, III, IV
- Transportation Engineer I, II, III, IV

For more information, please visit:

<https://dbm.maryland.gov/employees/Pages/SmartWork.aspx>