

ROAD MAINTENANCE CREW

General Statement of Duties:

This person will assist the Director and Foreman in a variety of office and field work duties. This individual will be able to read and understand safety procedures. This person will be dealing with the public and must have the ability to make good judgments.

Performs all aspects of sign work including inventories, maintenance, and repair. Operates various types of construction equipment, drives truck and performs other related duties as assigned. Performs any of a variety of manual labor duties in the maintenance and construction of roads and snow and mud removal. Work includes the operating of trucks and other equipment. Performs any of a variety of manual labor duties in the maintenance of culvert pipes and bridges. Performs other related duties as assigned.

Characteristics of Job:

Will operate chain saws, weed whackers, jackhammers, and post hole diggers, employees are also responsible for the operation of road construction and maintenance equipment. Performs work requiring a high skill level in the operation of equipment or on-the-job instruction but may do other work as assigned. Individual will work under the supervision of the Director or Foreman who issues work instructions and inspects the job. Will operate gas- and diesel-powered dump trucks on a continuous basis, will perform routine maintenance activities; will perform routine bridge maintenance activities. This position will deal with a variety of mechanical maintenance or repairs, from heavy-duty equipment to small engines, utilizing many types of hand and power tools. Should perform duties independently, under general supervision, and will receive priorities of work inspections from the Foreman or Director.

Example of Duties:

Learns and implements all safety requirements related to the District.

Takes care of sign inventory, repair and replacement of signs.

Learns and implements all safety requirements for signs and flagging traffic.

Handles sight obstruction, including notices, trimming of obstructions, and collecting unwanted debris dumped along the roadside (trash, dead animals).

Operates gas- and diesel-powered dump trucks; drives water truck.

Operates backhoe, bulldozer, motor grader, front-end loader, roller.

May be assigned to assist with operations of chip spreader and various other equipment.

Digs trenches, and holes, lay culvert pipes, bridges and sets posts.

Performs general maintenance on equipment used, such as greasing and changing oil.

He/She will be on-call for any situation that arises over the long weekends during summer hours (March thru October) and during winter months for snow removal.

Performs general maintenance work manually, or with light equipment.

Operates snowplows, sanding trucks, motor graders, etc., during winter conditions.

Patches roads when assigned.

Loads, unloads, hauls, dumps or spreads various material as directed.

Performs miscellaneous labor tasks, such as patching roads, shoveling snow, gravel or dirt as required.

Trained in the use of tools and equipment for the more skilled tasks of the District.

Performs construction-type labor, trained on, and is available to operate construction equipment.

Uses a variety of hand and power tools, grinders, cutting and welding torches, drills, jacks, etc.

Services and lubricates all equipment and trucks and rotates tires.

Cleans shop and keeps tools in repair.

Performs simple yard and building custodial tasks when assigned.

Able to work in adverse weather conditions hot or cold.

Attend schools and classes appropriate to the job; be flexible and assume other tasks as needed.

Required Qualifications, Knowledge, Skills and Abilities:

Must have a high school diploma or GED equivalent.

Employee must maintain a good driving record and possess a valid Idaho Class A commercial driver's license and may be required to have a tank endorsement; have a current flagging certificate; first aid certificate.

Must have a good understanding of road construction. Must have a working knowledge of statutory, Idaho regulatory and County ordinance requirements affecting the Highway District.

Have skill in safely operating a wide variety of hand tools, have book knowledge and ability to read and follow oral or written directions, instructions, or manuals. Must be able to keep good records and be proactive in all safety programs of the District.

Must be able to:

1. Lift and or carry – 80 lbs
2. Lift above shoulders – 40 lbs
3. Stand continuously – 6 hours
4. Work in extreme adverse weather
5. Push and or pull – 100 lbs
6. Operate equipment continuously – 12 hours occasionally more
7. Bend, stooping, grasping and kneeling frequently

Have some appreciation and knowledge of computer skills and software and/or a willingness to learn.

Other Duties:

He/She help Director or Foreman with road or shop projects, as needed. Run, or help with equipment, as needed and welding – metal fabrication.