



Road Department Worker

Job Description

Toole County is an equal opportunity employer. The County shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

This job description is intended to reflect core areas of responsibility and an incumbent employees' knowledge and skill set needed to complete those functions. This document is not intended to catalog each individual duty; employees are routinely called upon to address emerging employer requirements in alignment with individual work units and assignments of jobs. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer change.

Job Title: Road Department Worker	FLSA Status: <input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt
Department: Road Department	Reports to: Road and Bridge Superintendent

Work Unit Overview: The Road and Bridge Department within the County is responsible for maintaining roads and bridges and complying with the statutory requirements set forth for County road superintendents. Services include overseeing the design and reconstruction of existing roads and bridges; performing maintenance projects such as pothole repairs, chip seals, striping, signage, safety modifications, and drainage and storm water improvements. During the winter the department performs snow removal, de-icing, and sanding.

Job Summary: The Road Department Worker performs a variety of semi-skilled functions to safely assist Road Department workers in the effective maintenance and construction of the roads and bridges within the County. Duties include the use of a variety of tools, use of light vehicles and performance of work under the direct supervision of Road Department workers.

Essential Functions (Major Duties or Responsibilities): *These duties are the essential functions and are not all-inclusive of all duties that the incumbent performs.*

- Perform duties under the direct supervision of Road Department workers.
- Complete varied tasks in support of road and bridge maintenance including but not limited to; sign repair, carpentry work, fence installation, painting, erosions control and drainage, tree trimming, yard maintenance, and weed control. Help in cleaning of all shop and building areas and aids shop mechanic when possible.
- Follow county safety requirements, traffic control procedures and standard operating procedures when performing road and bridge work.
- Perform other duties as assigned.

Physical Demands and Working Conditions: *The demands and conditions described here are representative of those the employee must meet to perform the essential functions of the job.*

- Frequently required to walk, sit, talk, drive, hear, bend, stoop, twist, and balance; need the ability to occasionally kneel and crawl; need the ability to grasp manual controls and the ability to use foot controls.
- Essential work requires significant physical demands related to repeated lifting of up to 50 pounds unassisted, 100 pounds with assistance rarely; carrying tools, materials, and equipment over rough terrain; climbing, reaching and bending.
- Work is on active construction sites involving pervasive hazards associated with heavy equipment and tool operations; speeding traffic; loud and constant noise; and regular exposure to chemicals, dust, fumes, and combustible materials.
- Occasionally operates gas, electrical, and diesel powered equipment.
- Some working conditions require special precautions and the use of protective gear (e.g., hard hats, gloves, etc.).

Supervision Exercised:

This position does not supervise other county staff.

Knowledge, Skills, and Abilities:

This job requires skill in the use of power tools and hand tools.

The job requires the ability to maintain safety protocols; work effectively under adverse site conditions; coordinate tasks and procedures with others; comply with state and federal laws as well as County policies and procedures; deal with stress and emergency situations; deal effectively and tactfully with other County employees and the general public to accomplish departmental goals; establish effective working relationships with co-workers, supervisors, other County officials and departments, various state and federal agencies, and the general public.

Education and Experience:

The job requires an employee who is reliable, has a desire to work hard and possesses good communication skills. Education and experience equivalent to a high school diploma or GED is preferred.