

Highway Worker I

(Probationary – Laborer)

Class Code: 53211
Classification: Classified
Revision Date: March 1, 2015

Pay Range: \$17.00 to \$18.00 starting pay with probationary incentives possible

CLASS CONCEPT:

This position works under general supervision and requires working knowledge of highway maintenance procedures in order to flag and direct on-going vehicular traffic, setup traffic control structures, use of hand tools to perform road repairs, limited equipment operations in order to perform general highway maintenance, operate a variety of motorized equipment, to clean and maintain highways and/or roadways, haul trash/debris, acquire and/or move supplies and materials, control snow and ice, mow grass, cut brush, trees and other vegetation and to perform other tasks to construct, improve, maintain, repair and clean highways, bridges and /or roadways and rights-of-way.

JOB DUTIES IN ORDER OF IMPORTANCE:

(These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

1. Flags and directs on-going vehicular traffic through highway maintenance, construction and/or accident sites, sets up and maintains traffic control structures (e.g., barricades, cones, pavement markings, electrical warning devices, high water signs), sets lane closures, uses hand tools to perform road repairs (e.g., repairs road shoulders, culverts and berms, patches pot holes, smooth tar poured into cracks, does minor guardrail repair, rough painting, shovels snow, spreads salt); rides “shot-gun” as helper to truck operator when assigned; performs emergency response and clean up; .
2. Performs general building, grounds maintenance and/or custodial work (e.g., mows lawns; trims shrubs; sweeps floors; washes windows; removes trash; rakes leaves; shovels sidewalks; paint structures; cleans, paints) equipment maintenance (e.g., sharpens; sands; paints; refuels; lubricates; checks tires for wear and pressure; replaces light bulbs; washes and cleans trucks and equipment to prevent rusting; refuels equipment), change tail gates and snow plow blades; conducts pre-trip inspections of equipment. Performs general labor and maintenance functions at garage; loads and unloads freight/materials (checks for damage); arranges stock; moves equipment.
3. Performs variety of general highway maintenance duties, which vary by season, (e.g., cuts brush, grass and other vegetation; patches and seals berm and pavement; mix mortar and concrete; shovel backfill; installs and repairs catch basin and stream channel protection and completes other drainage work; screens bleeding surface; pours hot tar; removes trash; repairs/replaces/straightens street and/or traffic signs and other route markers; operates any combination of the following motorized equipment (i.e, air compressor, 1 ton brush chipper, concrete saw or vibrator, single and tandem axle dump trucks, hammers and jack-hammer, ½ ton, ¾ ton and 1 ton pick-up truck or van, plow and spreader, chain saws, pavement joint sealer, spade, stake truck, water pumps, weed eaters), mow grass, construct, improve, maintain, clean and repair highways, bridges and/or roadways and right-of-way, move and load supplies and materials and complete other related highway maintenance assignments.

4. Performs miscellaneous labor and record keeping tasks; completes daily work records and logs; interacts with and responds to general inquiries from public (e.g., gives directions; explains why delay in commute; explains work underway); assists stranded motorists (e.g., telephone for needed assistance), operates 2-way radio; answers telephone; cleans offices and garage when assigned; rides “shot-gun” during snow and ice season; drive truck with snow plow and spreader attachments to perform snow and ice control duties as conditions allow.
5. Such other duties as assigned/requested.

MAJOR WORKER CHARACTERISTICS:

Knowledge of addition and subtraction, safety practices pertaining to highway maintenance, equipment operations, hand tools, and traffic control*. Skill in operation of hand tools* and snow control equipment*. Ability to recognize unusual or threatening conditions and take appropriate action; read simple sentences; carry out simple instructions, cooperate with co-workers on group projects; demonstrate strength to lift 50-100 pounds.

(*) Developed after employment

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Formal education in arithmetic (includes addition and subtraction), reading, writing and speaking common English vocabulary.

Valid Class “A” Commercial Driver’s License.

Maintain insurability by County provider. Participate in and pass random drug and alcohol screening as prescribed by policy and law.

-Or equivalent of Minimum Class Qualifications for Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Renew and maintain Class “A” Commercial Driver’s License as required by law.

UNUSUAL WORKING CONDITIONS:

Works outside exposed to weather (i.e., including rain, lightning, humidity and hot temperatures in summer time and cold temperatures in winter) and ongoing traffic; may work rotating shift; may be on-call 24 hours, 7 days per week; lift 50-100 pounds; may be exposed to unpleasant surroundings to include dead animals, containers filled with human waste, diapers, ditches with water and sewage, loud noise from equipment and traffic, confined work area while driving truck during regular and/or double shift during snow and ice removal or in confined space while digging ditches to install pipes or digging holes; may be exposed to insects such as bees, mosquitos, flies and spiders; may be exposed to rodents to include mice and rats; may be exposed to stray dogs, dirt, dust, fumes, poison ivy/sumac and pollen.

Note: The list of equipment within this description is provided for example purposes. Specific designations will be dependent upon the actual County Fleet and project needs at any given time.