



Road

## Road Maintenance Worker

RD/14-605

### JOB SUMMARY

This position is responsible for assisting in the construction, repair, and maintenance of county roadways. This position is subject to be included in the off-hours on-call response service.

### MAJOR DUTIES

#### **Asphalt Paving Operations**

1. Shovels asphalt or gravel to patch potholes;
2. Flags traffic at construction and maintenance projects;
3. Maintains assigned equipment, vehicles and tools;
4. Installs and maintains traffic control devices;
5. Performs other related duties as assigned.

#### **Grading and Maintenance Operations**

1. Flags traffic at construction and maintenance projects;
2. Picks up trash from county rights-of-way;
3. Operates tractors, bush hogs and weed eaters;
4. Assists with the installation of concrete;
5. Digs trenches, cleans catch basins, manholes, and sewer lines;
6. Clears debris from roadways;
7. Operates a chain saw or bush ax to cut limbs, bushes, and brush;
8. Drives pilot escort trucks;
9. Loads and unloads gravel, dirt, and asphalt;
10. Installs and maintains traffic control devices;
11. Maintains assigned equipment, vehicles and tools;
12. Performs other related duties as assigned.

#### **Mowing Operations**

1. Operates mowing tractors, including boom mowers, side mowers, batwing mowers and bush hogs.
2. Flags traffic.
3. Operates chipper, chain saws and pole saws.
4. Performs other related duties as assigned.

### KNOWLEDGE REQUIRED BY THE POSITION

#### **Asphalt Paving Operations**

1. Knowledge of the principles and practices of road construction, repair, and maintenance;
2. Skill in the operation of job related equipment and hand tools;
3. Skill in the operation of assigned vehicles;
4. Skill in oral and written communication;

#### **Mowing Operations**

1. Knowledge of the basic principles of bush hog mowing and general tractor operations.

### SUPERVISORY CONTROLS

The Crew Leader assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and establishes procedures, accuracy, and the nature and propriety of the

final results.

## **GUIDELINES**

Guidelines include county and department policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

## **COMPLEXITY/SCOPE OF WORK**

- The work consists of related road maintenance duties. Heavy traffic and inclement weather contribute to the complexity of the position.
- The purpose of this position is to participate in the repair and maintenance of the county's roadways. Success in this position provides safe and well maintained roads for county residents and visitors.

## **CONTACTS**

- Contacts are typically with co-workers and members of the general public.
- Contacts are typically to resolve problems and provide services.

## **PHYSICAL DEMANDS/ WORK ENVIRONMENT**

- The work is typically performed while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee occasionally lifts light and heavy objects and uses tools or equipment requiring a high degree of dexterity.
- The work is typically performed outdoors. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, and occasional cold or inclement weather. The work requires the use of protective devices such as masks, goggles, or gloves.

## **SUPERVISORY AND MANAGEMENT RESPONSIBILITY**

None.

## **SPECIAL CERTIFICATIONS AND LICENSES**

- Possession of a valid State of Georgia driver's license, more specifically discussed in MINIMUM QUALIFICATIONS and a satisfactory Motor Vehicle Record (MVR) in compliance with County Safety and Loss Control Guidelines. Completion of the State of Georgia Department of Transportation Defensive Driving Course and/or Emergency Vehicle Operation Certification within twelve (12) months of employment.

## **ADA COMPLIANCE**

- Fayette County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

## **HIPAA COMPLIANCE**

- The Health Insurance Portability and Accountability Act of 1996, as amended, requires employees to protect the security of Protected Health Information (PHI) however it is obtained, handled, learned, heard or viewed in the course of their work.

## **DRUG AND ALCOHOL COMPLIANCE**

- In accordance of Fayette County's Substance Abuse Policy of 1996, as amended, all job applicants offered employment will undergo testing for the presence of illegal drugs and alcohol as a condition of employment. In the course of employment, employees are subject to random, reasonable suspicion, post-accident, and routine fitness for duty testing for illegal drugs and alcohol abuse. Employees are prohibited to work under the influence, to possess, to distribute, or to sell illegal drugs in the work place or abuse alcohol on the job. Confirmed positive is reason for denial of employment and/or termination.

#### **MINIMUM QUALIFICATIONS**

- High School Diploma or GED;
- Ability to read, write and perform basic mathematical calculations;
- Possession of a valid Class C driver's license issued by the State of Georgia;
- Possession of GDOT approved traffic flagging certification within nine (9) months from the date of hire;
- No experience requirements.