

HURON COUNTY ENGINEER

An Equal Opportunity Employer

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POSITION DESCRIPTION

Appt. Authority: Engineer

Position Title: Highway Worker 1

Class Title: Highway Worker 1

Bargaining Unit Status: Included

Employment Status: Full-Time

FLSA Status/Pay: Non-Exempt

Reports To: Assigned Foreman

EEOC Job Group: 07

CLASS DESCRIPTION:

Under the general supervision of the assigned Foreman is responsible for maintaining and repairing county highway roads and bridges. Position involves usually routine work in the operation of vehicles and/or construction equipment. Responsible for the careful and safe operation of a variety of motorized equipment.

QUALIFICATIONS:

Completion of secondary education or equivalent; or any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities.

LICENSURE OR CERTIFICATION REQUIREMENTS: (*indicates may be obtained within six (6) months of employment)

Must possess a valid Ohio Class B Commercial Driver's license*; must possess a valid Ohio Driver's license; must maintain insurability under the Engineer's insurance policy.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive:

Hand tools, power tools, cutting torch, chainsaw, pavement saw, power broom, air compressor, etc.; light construction equipment, mower, dump truck, snowplow, tractor, chipper, sweeper, roller, loader, striping equipment, etc.; may operate heavy construction equipment as directed.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

The employee has exposure to dirt, dust, grease; loud noise; potentially vicious animals; hot, cold, wet, humid or windy weather conditions; hazardous driving conditions; shaking objects or surfaces; noisy operations or activities; second hand smoke; work requires heavy physical exertion, effort involves moderate lifting, pushing, pulling, reaching, and/or bending; use of hand and portable tools; abrasive wheels; arc welding and cutting; electrical wiring; other construction activities; exerts 20 to 50 pounds of force occasionally, and/or 10 to 25 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly while lifting, carrying, pushing, or pulling objects.

Note: In accordance with the U.S. Department of Labor physical demands strength ratings, this is considered medium work.

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JOB DESCRIPTION AND WORKER CHARACTERISTICS:

JOB DUTIES in order of importance

ESSENTIAL FUNCTIONS OF THE POSITION: For purposes of 42 USC 12101:

- 50% (1) Operates light construction equipment (e.g. tractor/mower, roller, pick-up truck, sweeper, chipper, dump trucks, striping equipment, and other comparable equipment); hauls tools, supplies, materials, and personnel to and from job sites; hauls tree trimmings, brush, stumps, dirt/clay, pipes, guardrail and supplies; loads and unloads trucks; performs snow and ice removal activities.
- 40% (2) Performs a variety of activities on highway road and drainage projects; performs various manual and semi-skilled labor functions (e.g., applies stone, gravel, tar, and blacktop to road surfaces; erects, repairs, and pulls fences and guardrails; roadside mowing; digs holes and trenches and backfills excavations, etc.); cuts weeds, trees, grass, and shrubs; picks up litter, debris, and dead animal carcasses; flags traffic; operates light and hand-held power tools and equipment; assists in maintenance and construction of bridges, culverts, and roads (e.g., maintains road drainage ditches and installs driveway pipes; assists in setting curbs, catch basins, and retaining walls, builds concrete forms and rough finishes concrete, etc.); assists in the maintenance of road signs, line striping and specialty road markings.
- 5% (3) Maintains required licensures, certification, and continuing education requirements, if any.
- (4) Meets all job safety requirements and all applicable safety standards that pertain to essential functions; follows all of the Engineer's safety policies and procedures, proper work methods, and procedures within defined work guidelines.
- (5) Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

- 5% (6) Performs other related duties as assigned.
- (7) Attends staff meetings as assigned.

NOTE: May be required to be on call 24 hours a day, as necessary.

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MINIMUM ACCEPTABLE CHARACTERISTICS: (*indicates developed after employment)

Knowledge of: *Engineer's goals and objectives; *Engineer's policies and procedures; department goals and objectives; department policies and procedures; safety practices and procedures; emergency response operations for release, or threats of release, of hazardous substances (asphalt); two-way radio operations; road construction, maintenance, and repair; proper lifting techniques; snow and ice removal.

Skill in: motor vehicle operation; snowplow operation; light and medium equipment operation; operation of light and heavy hand held equipment; computer operation.

Ability to: carry out instructions in written, oral, or picture form; deal with problems involving several variables within familiar context; recognize unusual or threatening conditions and take appropriate action; communicate effectively; cooperate with co-workers on group projects; develop and maintain effective working relationships; resolve complaints; perform heavy manual labor for extended periods of time in often adverse conditions; travel to and gain access to work sites.

POSITIONS DIRECTLY SUPERVISED:

None.

(Signature of Appointing Authority)

(Date)

(Signature of Employee)

(Date)