

BUTLER COUNTY SECONDARY ROAD JOB DESCRIPTION

Title: Machine Operator/Bridge Crew/Truck Driver Reports To: Maintenance Supt/Bridge Crew Supervisor

PURPOSE OF POSITION:

The position involves building, maintaining and repairing roads, bridges, culverts and associated infrastructure within the Secondary Roads system right of way, performs other seasonal or emergency maintenance, equipment operation and related road work such as snow removal, drainage work, asphalt and concrete paving and patching of county roads, as workload and weather conditions dictate. Performs carpentry work needed in order to maintain or expand county buildings and sheds and operates county trucks for hauling items as needed, such as rock, salt, sand and dirt

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

Perform various tasks associated with new bridge and culvert construction including the following: erecting signs and barricades; removing old structures and excavating land sites; operate levels, transits, and other specialized tools; read and comprehend plans, drawings, and construction stakes; driving piling; placing rip rap; setting forms, tying steel and placing concrete; setting or assisting in setting bridge beams or culvert sections; attaching guardrail; and building road grade and bridge approaches.

Repair and replace stringers, deck planks, handrails or other parts of existing bridges. Install, remove, maintain, clean and repair culverts, box culverts, reinforced concrete pipe culverts, and related drainage structures.

Operate a dump truck to remove snow & ice from secondary roads.

Operate a dump truck, end loader, pickup, tractor-trailer and similar equipment in such tasks as transporting and stockpiling road building materials; transporting materials or equipment to and from job sites; and during snow removal or application of sand/salt to roadways.

Operate heavy construction equipment in such tasks as moving earth; clearing trees; installing, repairing and cleaning culverts; placing tile lines; loading/unloading materials; and while building or repairing roads, bridges, and structures.

Inspect road signs and culverts and report needed repairs to Maintenance Superintendent.

Read, understand and apply information found in manuals relating to operation of assigned vehicles, machinery and equipment. Service assigned equipment by changing oil, filters, cables, tires and related parts; assists mechanics in making necessary repairs.

Perform physical labor and equipment operation tasks including tree and brush removal; erecting, repairing and removing snow fences; guardrail repair; and repairing traffic signs.

Remove litter, dead animals and storm debris from roads and right of way. Perform carpentry duties and building and facility maintenance on county buildings, shop and out sheds.

Observe and follow established safety practices when performing all duties.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Graduate from High School or GED equivalency. Have the physical and mental capacity to perform rigorous manual labor and related tasks. Possess an understanding of the proper handling & disposal of hazardous waste.

Possess a Commercial Driver's License issued by the State of Iowa Department of Transportation.

Possess and maintain a Class "A" Commercial Driver's License w/air brake and tanker endorsements within 1 year of employment forward.

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Physical Requirements

Work involves occasional activities such as walking, standing, bending, stooping, kneeling, reaching vertical and horizontal, and using fingers, hands, feet, legs and torso in providing various services and functions. Able to lift, carry, push and move parts and equipment weighing one hundred (100) lbs or more when required. Possess the ability to operate various types of vehicles, machinery and equipment and also the safe proficient use of power and hand tools. Work requires the ability to read and understand data and technical information from manuals, screens and other devices involving 20' or less vision.

Cognitive Ability

The knowledge of the proper and safe operating procedures for all vehicles, machinery and equipment assigned to the position, as well as, the ability to identify problems associated with the maintenance of vehicles, machinery and equipment in good safe operating condition. Have an understanding of State and Federal laws pertaining to the handling of hazardous materials and safety and OSHA requirements.

Language Ability and Interpersonal Communication

Requires the capacity to receive and act upon the instructions or orders of the Foreman. All work is performed under specific instructions. Requires the ability to talk and/or signal people to convey non-interpretive information. Interact with others on a day-to-day basis.

Environmental Adaptability

Primarily outside work subject to temperature extremes at various times of year. Work is performed in an environment with numerous undesirable conditions including noise, dust, fumes, occasional heavy lifting, and exposure to moving parts. Potential for serious injury either to the employee or the public such as loss of limb or life can occur due to the nature of work such as blind corners, gravel or slippery surfaces, slow moving farm equipment, speeding traffic, wind driving snow storms, power line breakages and related occupational hazards. Work also occasionally involves the handling of hazardous materials.

I, THE UNDERSIGNED, UNDERSTAND THE DESCRIPTION OF THIS JOB AND THE ESSENTIAL FUNCTIONS, AS DESCRIBED ABOVE.

Employees Signature

Date

Printed Name