

**POWESHIEK COUNTY
JOB DESCRIPTION**

	Department: Secondary Road
Title: Utility Worker II (Motor Patrol Operator)	FLSA: Non-Exempt
Date: July 2015	Reports To: Roads Maintenance Supervisor

PURPOSE

Operates a motor patrol to maintain county roads according to established department standards and based on seasonal needs; operates other heavy equipment such as bulldozers, endloaders, dragline, backhoes and related equipment; performs related duties as required.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

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

Operates a motor patrol on a regular basis by regulating the height and angle of the blade to maintain the road surface in such tasks as spreading and shaping gravel, moving earth, debris and related materials from place to place; removing snow and related seasonal maintenance operations.

Operates a bulldozer, dragline, backhoe, end loader, tractor-trailer, scarifier, mower and related heavy construction equipment used in such tasks as cleaning culverts, placing tile lines, loading and unloading sand, rock, earth and other materials, replacing traffic signs, repairing bridges, putting up guard rail, snow fence, asphalt seal coating and patching pot holes, concrete work.

Maintains records of maintenance performed on assigned equipment including roads graded, fuel used and related operational functions.

Cuts brush from ditches and right of way using axes, lopping shears, chainsaws and related hand and power tools; removes trash and debris; repairs and maintains buildings, equipment within the shop complex; sets up and removes snow fence; builds scaffolds and retaining walls; cleans ditches using hand or power tools; fabricates special equipment parts.

Maintains assigned equipment by changing cables, sprockets and gears; greasing and lubricating moving parts, adjusting belts, lines, shafts and drives including brakes, clutches and related mechanical/hydraulic controls as required.

Uses a variety of general and specialized hand and power tools including jack-hammers, compressors, saws, brooms, asphalt distributors, shovels, wrenches, hoists, jacks and mechanics tools in various seasonal, emergency or cyclic maintenance or repair tasks; cuts brush from ditches and right of way using hand and power tools; removes trash and debris from road and right of way; repairs and maintains, building, equipment and premises within the shop and other complexes; sets up and removes snow fence; builds scaffolds and retaining walls; fabricates special parts.

Puts up barricades in work zones to protect workers and motorists; controls traffic using hand and visual signals. Flags and controls vehicle traffic in work zone areas.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Graduation from high school or GED and two years of experience operating construction and related heavy road building equipment of the type and complexity indicated above.

NECESSARY SPECIAL REQUIREMENTS

Must possess and maintain a valid Class B Commercial Driver's License (unless otherwise required by the specific position) with an air brake endorsement. Other endorsements may also be required. Must also maintain driver insurability standards of the County's insurance carrier.

After accepting an offer of employment applicants may be required to have a physical examination verifying the physical ability to perform the duties described.

In conjunction with Title 49 of the Code of Federal Regulations (parts 391 & 40), this job requires a pre-employment drug screen and will require ongoing participation in the employer's drug testing program.

Must be available to respond to weather and emergency situations and report within 30 minutes to the assigned facility.

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Physical Requirements

Work involves regular standing, walking and occasional crouching, crawling, stooping, kneeling, pushing, climbing, pulling, lifting and carrying heavy objects up to 100 pounds. Extensive use of hands, fingers, legs, arms in grasping objects, driving equipment and using hand and power tools involved in maintenance functions. Climbs into cab of various equipment (trucks, motor patrols, backhoes, bulldozers, etc.). Uses hoists, jacks and related mechanical equipment to lift and align heavy parts and equipment in repair and operational tasks. Walks on uneven ground and climbs into and out of ditches.

Cognitive Demands

Requires knowledge of the mechanical and related operations characteristics of motor patrols and related heavy equipment and occupational hazards and appropriate safety precautions used in equipment operation as well as the basic principles and techniques utilized in the effective maintenance of gravel and paved roads in a secondary road system. Requires reasoning development sufficient to carry out operational tasks independently to deal with problems that involve several variables in standardized situations. Uses basic arithmetic operations (addition, subtraction, multiplication and division) in completing time and operational reports. Ability to read with sufficient comprehension to compare similarities and differences between words and numbers and write numbers, letters and simple sentences. Requires the ability to coordinate eyes, hand, fingers, arms and legs and to make a movement response accurately and swiftly, to respond to visual stimuli in turning and maneuvering operations, excellent depth, spatial and field of vision to see objects 20 feet or more. Capacity to start, stop, control and adjust the actions of machines

which must be steered or guided to achieve desired results and keep alert and maintain concentration for prolonged periods.

Language Ability and Interpersonal Communication

Requires the ability to understand and follow oral or written instructions and to interact with the public and fellow employees in providing and/or receiving basic operations information either directly or via two-way radio.

Environmental Adaptability

Basically 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, exposure to moving parts. Potential for serious injury to employees or the public such as loss of limb or life exists due to the nature of work such as blind corners, gravel road surfaces, slow moving farm equipment, speeding traffic, blinding snow storms and related damages to roads. Willingness to work alone or apart in physical isolation from others for prolonged periods.

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

Employee Signature

Date

Department Head

Date

Poweshiek County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.