

Hendricks County
Job Description

Title: Road Crew Worker

FLSA Status: Non-Exempt

Department: Highway

Pay Band: LTC 3

Supervisor: Assistant Superintendent

PURPOSE OF POSITION:

Incumbent operates various types of equipment for the construction, maintenance and repair of county roads, bridges and culverts.

ESSENTIAL FUNCTIONS:

- Drives pick-up trucks, tractors, single and tandem axle trucks and construction equipment for assigned tasks.
- Checks equipment for proper fuel and lubrication levels and general maintenance needs.
- Drives equipment for snow removal from roads and intersections.
- Uses equipment for applying sand and salt on roads and intersections.
- Patches and paves county roads independently or with contractors.
- Loads, spreads and/or dumps stone and sand independently or as directed by supervisor or contractor.
- Drives and operates all equipment as assigned for hauling of materials for repair of county roads and ditches.
- Drives vehicles to and from assigned work sites within the county.
- Operates, maintains and services tools and equipment used in performing tasks.
- Reports for work during inclement weather for long periods of time as required for public safety.
- Erects and maintains signs per state requirements for public safety.

NON-ESSENTIAL FUNCTIONS:

- Assists in traffic control at work site and/or accident scenes.
- Performs other duties as assigned.

EDUCATION AND QUALIFICATION REQUIREMENTS:

- Must have and maintain Indiana Commercial Driver's License
- General knowledge of procedures used in basic road construction and maintenance
- Ability to operate maintenance tools and equipment in any weather situation
- Must be insurable to drive county vehicles without additional liability
- Knowledge of reading transits and applying information for water levels

RESPONSIBILITY:

Incumbent receives daily work and periodic task assignments. Judgment is required in operating motor vehicles on county roads negotiating traffic and obstacles as necessary. Personal discretion in performance of assigned tasks. Work is reviewed throughout work process or at completion of task. Application of skills required in performance of assigned tasks. Activities performed require good judgment in order to protect tools, materials, and prevent injuries to others. Errors could result in excessive physical risk and cost repercussions. The vehicular safety of the general public could be jeopardized, resulting in costly repairs and personal injury to the general public and county.

WORKING RELATIONSHIPS:

Working relationships are with supervisor, associates in same department, other county departments, contractors and the general public.

WORKING CONDITIONS AND PHYSICAL DEMANDS:

Work requires moderate to heavy lifting with occasional standing, bending and carrying. Vehicles are operated under all weather conditions, sometimes for extended periods of time. At times required to work under severe weather conditions and extreme temperatures. Occasional strain of moderate to heavy intensity for extended periods of time. Injury may occur with equipment malfunction or by vehicle accident on county roadway. Subject to injury from road hazards, burns from chemicals and hot bituminous materials, general public disposition.

APPLICANT/EMPLOYEE ACKNOWLEDGEMENT:

The job description for the position of Road Crew Worker in the Highway Department describes the duties and responsibilities in this position. I acknowledge that I have received this job description, and understand that it is not a contract of employment. I am responsible for reading this job description and complying with all job duties, requirements and responsibilities contained herein, and any subsequent revisions.

Is there anything that would keep you from meeting the job duties and requirements as outlined?

Yes_____ No_____

Applicant/Employee signature

Date

Printed Name