



CALHOUN COUNTY ROAD DEPARTMENT

JOB TITLE: ROAD WORKER

REPORTS TO: SUPERVISOR

JOB SUMMARY: Under the general direction of the Road Department Supervisor, serves as a countywide road worker.

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Understand equipment and its operation
2. Work with supervisors to schedule work and maintain quality
3. Maintain the truck and equipment including, but not limited to:
 - a) Check all lights and replace bulbs or sealed beams as needed
 - b) Check tires, maintain correct tire pressure, change tires and fix flats
 - c) Grease the truck and change oil
 - d) Maintain and replace all mud flaps.
 - e) Repair and replace mirrors.
 - f) Replace wiper blades.
 - g) Clean and maintain batteries.
 - h) Change the cutting edges on the underbody scraper, and repair all loose or broken bolts and lock pins on the underbody scraper.
 - i) Install, remove, and maintain the salt spreader.
 - j) Install and remove pea gravel hitches.
 - k) Replace all snow plow shoes and blades on snow plows.
 - l) Check, maintain, and change the oil, fuel, air, hydraulic, and water filters.
 - m) Complete vehicle condition reports accurately and timely.
 - n) Clean to insure asphalt is removed.
4. If necessary, assist the mechanic or welder with repair of other items related to the truck or equipment.
5. Required to load the truck if necessary.
6. Refuel trucks at the start and end of each shift.
7. Maintain and keep trucks, equipment, and parking stall clean.
8. Complete daily vehicle condition reports detailing the condition of vehicle and turning it in with your timecard to your supervisor.
9. Salt and/or sand roads and bridges.

10. Plow snow off roads and bridges.
11. Scrape and grade gravel roads.
12. Haul material (gravel, bituminous, etc.).
13. Dump and spread material.
14. Grade shoulders.
15. Cut trees and trim brush.
16. Fill potholes.
17. Hand-dig holes.
18. Hand rake material.
19. Install guard rails, culverts, signs, etc.)
20. Pick up trash and dead animals.
21. Cut grass.
22. Clean culverts.
23. Install underground pipes.
24. Dig trenches to let water off the road.
25. Work together with others.
26. Work alone.
27. Drive on snow and ice covered roads.
28. Assist in emergency situations.
29. Attend meetings.
30. Abide by all MIOSHA and Calhoun County Road Department safety rules.
31. Maintain a positive attitude and positive public relations.
32. General labor.
33. Other duties as assigned.

JOB QUALIFICATIONS:

1. The job requires as a minimum the completion of a standard high school diploma or equivalent.

2. A valid Michigan Operators License, CDL, Class B with Air Brakes, and DOT Physical Card is required.
3. Two years driving experience – heavy equipment and snow plowing preferred.

WORKING CONDITIONS:

1. Required to sit for extended periods of time. Will occasionally be required to push, pull, carry, bend, twist, stand for extended periods of time, work on equipment with arms overhead, and lift items weighing up to 50 lbs.
2. Primarily works outside and may experience discomfort due to heat/cold, dust, wet and/or humid conditions.
3. Occasionally exposed to fumes or airborne particles.
4. Extended work days (beyond eight hours/day) are frequently required. Must be able to work overtime as needed.
5. On-call availability to handle emergencies/crisis situations at all hours is occasionally required.

PHYSICAL ABILITIES:

1. All employees in this position will be required to work independently (unassisted) to do any or all of the duties described.
2. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
3. Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the essential functions of the job with reasonable accommodation.
4. The employee is also required to use hands to finger, handle, and feel and/or feet to operate objects, tools or controls and reach with hands and arms.
5. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified and does not constitute an employment agreement or contract between the employer and the employee. The employer has the right to revise this job description at any time.