

Job Title: Road & Bridge Worker

Department: Road & Bridge

Reports to: Road & Bridge Superintendent

Work Unit Overview: The Road and Bridge Department within the County is responsible for maintaining roads and bridges and complying with statutory requirements set forth for County road superintendents. Services include overseeing the design and reconstruction of existing roads and bridges; performing maintenance projects such as signage, safety modifications, and drainage and storm water improvements. During the winter the department performs snow removal and sanding.

Job Summary: The Road and Bridge Worker performs a variety of semi-skilled and skilled functions associated with the operation of heavy equipment and power tools used to safely and effectively maintain and construct the roads and bridges within the County. Duties include performing road maintenance functions either manually or with a variety of hand tools, monitoring the safety of projects sites and work activities, inspecting and maintaining or repairing roads within a designated area as needed, and providing routine and emergency winter maintenance services according to applicable policies and procedures.

Essential Functions (Major Duties or Responsibilities): *These duties are the essential functions and are not all-inclusive of all duties that the incumbent performs.*

- Perform routine construction and maintenance activities of county roads, bridges, and property to ensure that the department provides services safely, in accordance with laws and policies.
- Receive and review work assignments and coordinate with other road and bridge workers, equipment operators to determine the time, equipment, and personnel necessary to complete road maintenance, repair, and construction projects. Respond to requests from County Dispatcher when other projects become a priority.
- Maintain, repair, and construct roads according to project specifications, and County requirements. Exam road surfaces, sub-grade, drainage, right-of-way, and other components; and determine appropriate methods, tools, and equipment to complete projects.
- Operate a variety of large trucks and specialized heavy equipment on construction and maintenance projects as well as sanding and plowing equipment during hazardous road conditions. May operate or drive; single and tandem axle dump trucks, motor grader, rubber tired backhoe, rubber tired loader motor grader, loader, roller, sweeper, water truck, dozer, mower excavator, skid steer loader, and pulling a gravel pup trailer.
- Calibrate, operate, and monitor the use of heavy equipment and tools to ensure safety and effectiveness. Check and maintain proper fluid levels and air pressures of equipment.
- Perform vehicle and equipment safety checks and minor maintenance on vehicles as allowed.
- Provide manual labor support in transporting equipment and materials; culvert cleaning; clearing roadsides, and drainage features; digging holes and ditches; fencing; trimming and cutting trees and shrubs; traffic control; and related activities. Use and maintain construction hand tools to cut concrete, steel, timbers, and repair bridge decks.

- Complete varied tasks in support of road and bridge maintenance including but not limited to; sign repair, fence installation, power tamping, erosions control and drainage, tree trimming, and weed control. Help in cleaning of all shop and building areas. May perform some shop mechanic repairs of equipment as needed including some types of welding and fabrication.
- Monitor project sites and work activities to ensure compliance with safety protocols related to the public, project crews, heavy equipment and tools, traffic control, materials, and other considerations. Resolve minor safety issues or deficiencies and refer major problems to supervisor.
- Conduct inspections of county roads and bridges to ensure safety and when necessary respond to emergency situations including emergency snow removal, water on roadways, fallen trees, etc. When directed, this also includes periodic inspections of grounds, shops, facilities, and equipment and investigating and resolving complaints or procedural problems. Continuously monitor the condition of roads and bridges to ensure the safety of the public.
- Follow county safety requirements, traffic control procedures and standard operating procedures when performing road and bridge work and monitor outside contractors to ensure they also when engaged in joint or separate operations. Coordinate Road and Bridge work activities with County Departments and local agencies. Report violations to supervisor.
- Monitor vehicles, equipment and tools to ensure proper performance, maximize the length of operating service and perform or coordinate the performance of preventative maintenance and repair. Ensure effective and efficient use of vehicle, materials, contractors, facilities, and time.

Non-Essential Functions:

- Compile and submit activity reports, equipment logs, inspection reports, and other records to provide accurate, complete, and timely information.
- Perform other duties as assigned including managing special projects, attending meetings, and conferences, providing backup for other staff, participating in training, etc.

Physical Demands and Working Conditions: *The demands and conditions described here are representative of those the employee must meet to perform the essential functions of the job.*

- Frequently required to walk, sit, talk, drive, hear, bend, need the ability to occasionally kneel and crawl; need the ability to grasp manual controls and the ability to use foot control.
- Essential work requires significant physical demands related to repeated lifting of up to 50 lbs. unassisted, 100 lbs. with assistance rarely; carry tools, materials, and equipment over rough terrain; climbing, reaching and bending.
- Work is on active construction sites involving pervasive hazards associated with heavy equipment and tool operations; speeding traffic, loud and constant noise; and regular exposure to chemicals, dust, fumes, and combustible materials.
- Scheduled work hours may include early mornings or late evenings as well as occasional weekends and holidays.
- Occasionally operates gas, electrical and diesel-powered equipment.
- Work is subject to travel and performing work assignments in outlying or remote areas of the County on varied and often unstable terrain involving exposure to varying weather conditions of extreme hot and cold temperatures.

- Some working conditions require special precautions and the use of protective gear (e.g. hard hats, respirator masks, gloves, etc.)

This position does not supervise other county staff.

Knowledge, Skills, and Abilities:

This job requires knowledge and skills in specialized heavy equipment and tool operations, road/bridge maintenance, and construction standards and procedures, material specifications, and basic mechanical diagnosis and repair. This job requires a thorough knowledge of County road conditions, areas and needs; construction and bridge maintenance on gravel roads; ability to learn some engineering and mechanical principles.

This job requires skill in the use of heavy equipment, power tools, and hand tools.

The job requires the ability to monitor and maintain safety protocols; work effectively under adverse site conditions; coordinate tasks and procedures with others; comply with state and federal laws as well as County policies and procedures; deal with stress and emergency situations; deal effectively and tactfully with other County employees and the general public to accomplish department goals; establish effective working relationships with co-workers, supervisors, other County officials and departments, various state and federal agencies, and the general public.

Education and Experience:

The job requires education and experience equivalent to a high school diploma or GED, 1-year experience driving or operating large trucks and heavy equipment on construction or maintenance projects or related experience.

Requires a Class A CDL, Type 1 driver's licenses with air brake, pendal hitch, 5th Wheel, and tanker endorsement (or the ability to attain one within 90 days of hire).