



# JOB DESCRIPTION

<i>Title</i>	<b>Road Maintenance Worker Trainee</b>			
<i>Department</i>	Public Works		<i>Job Class</i>	A RD5
<i>Driving Required</i>	Yes		<i>Safety</i>	Yes
<i>Labor Union</i>	AFSCME Local 2746 Courthouse/Roads		<i>FLSA</i>	Non-exempt
<i>Created</i>	Oct. 2014	<i>Reviewed</i>	June 2022	<i>Revised</i>

## ***Purpose***

Entry level position in the Road Maintenance Worker job classification. Individuals will be assigned a designated trainer and receive specific training and individualized instruction in the regular, recurring and non-routine maintenance, installation and repair of roads, bridges. Employees will be expected to learn to perform Road Maintenance Worker activities commensurate with that of the Road Maintenance Worker classification within twelve months from the date of hire.

## ***Essential Functions***

A person employed in this classification must possess the capability to perform the following duties to be considered for this position. The duties are essential functions requiring the critical skills and expertise needed to meet the job objectives. Additional specific details of these essential functions may be provided by the specific office or department job announcement, if applicable.

Individuals assigned to this classification are expected to learn to apply their knowledge, skills and abilities to perform proficiently and independently those assignments of a regular and recurring nature. All work is performed under general instruction of the trainer or immediate supervisor. Work is normally performed in accordance with established policies, procedures and practices under frequent supervision.

Work activities may include any or all of the following activities, depending on the area of assignment:

- Use a variety of hand and power-operated tools and/or power equipment such as shovels, picks, chainsaws, compactors, drills, jack-hammers, etc.
- As authorized, operate a variety of construction and maintenance equipment such as pickups, dump trucks, wheel loaders, forklift, brush chippers, rollers, tractor mowers, power brooms, snowplows, sanders, etc. As instructed, install culvert pipe, clean culverts and drainage ditches, load and unload materials, utilize a dump truck to haul debris, rock, as well as to spread rock. Use various hand tools as assigned. Transport by trailer any of the above equipment or construction materials.
- Work in lift bucket of personnel lift of a bucket truck at various heights up to 40-50 feet above the ground surface.
- Perform asphalt road repairs including potholes, shoulders and road edges.
- As instructed, load of materials utilizing wheel loaders.
- As assigned, safely operate chain saws for the purpose of brushing and falling trees.
- As assigned, perform work zone traffic control and other manual or general labor.
- Perform assigned activities in the maintenance and repair of bridges such as cleaning, deck or stringer replacement utilizing hand tools or motor-operated



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equipment appropriate to particular job.

- All assignments require the safe operation of equipment and the safety of others working in the immediate area. Work is reviewed while in progress and upon completion for conformance with instructions and quality of results obtained.
- Respond to public inquiries in a courteous manner; provide information within scope of knowledge and authority or refer to employee of higher classification.
- Independently fabricate traffic signs by using sign fabricator, vacuum heat applicator and other equipment or materials; replace or install signs using hand tools.
- Perform basic carpentry, concrete work, and painting as necessary to accomplish primary work activities.
- May operate striping machine and other spray-paint equipment to stripe and paint crosswalks, dividing lines, curbing, signs, and other areas and objects.

## **Mandatory Qualifications**

### *Education and Experience:*

Possess a valid Oregon State Class C Driver's License (CDL) and Commercial Driver's License Instruction (Learner's) Permit at time of application and must obtain a Class A CDL within six (6) months of hiring. Must possess a good driving record.

Successful completion of Road Maintenance Worker training, and instruction within one (1) year of hire date.

### *Knowledge, Skills and Abilities:*

Requires knowledge, skills, and abilities of the field of assignment sufficient to perform thoroughly and accurately the full scope of responsibility as illustrated by example in the above job description. Able to drive vehicles equivalent to a ten (10) yard dump truck. Able to start and demonstrate safe operation of a chain saw. Requires working familiarity with assigned maintenance equipment, construction and repair methods and procedures. Able to understand and follow oral and written instructions.

## **Desired Qualifications**

Completion of heavy equipment school. Certificates in Work Zone Traffic control (flagging), Herbicide Applicator License, and First Aid/CPR. If the aforementioned certificates are not acquired prior to employment, Work Zone Traffic Control (flagging) certification must be obtained immediately following hire and First Aid/CPR certifications must be obtained within 6 months after hire. Previous experience in a Public Works Department with Road Maintenance Work is also desirable.

## **Physical Demands**

Physical strength and ability sufficient to perform manual labor for extended periods under dirty and uncomfortable situations in all types of weather. Requires continuous physical effort including frequent bending and walking. Typically requires movement of materials weighing up to 100 pounds. Occasional weekend or after regular hour activities in inclement weather.

Clatsop County is committed to providing reasonable accommodations as required by



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the Americans with Disability Act (ADA). Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential functions and/or physical demands.

### ***Working Conditions***

Work done outdoors in all types of weather, at times in uneven terrain in slippery, wet weather. Must work within traffic zones on rural roadways and busy highways involving exposure to traffic and utilities such as natural gas. Exposure to fumes, chemicals, hazardous materials, noise, and oil.

### ***Supervision Received and Exercised***

Supervised by the assigned foreman. Supervision is not a typical responsibility of this position.