

County of Grundy
Job Description



Job Title: Maintenance Worker
Department: Highway
Reports To: County Engineer
FLAS Status: Non-Exempt
Wage Range: \$22.13 - \$27.66

SUMMARY

Under supervision to perform a variety of skilled and unskilled tasks in connection with the construction and maintenance of county roads, to service and operate heavy road maintenance and construction equipment, and to do related work as required.

JOB REQUIREMENTS

Applicants must possess a valid Class 'A' CDL Commercial Drivers' License.
Applicants must reside within the boundaries of Grundy County.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned

1. Repairs and maintains road and highway surfaces using shovels, asphalt rakes, grade stakes, brooms, air compressors, and jack hammers.
2. Repairs and maintains right-of-way areas by removing brush, tree limbs and rubbish, spreading crushed rock, shaping ditches, spreading black dirt and laying sod.
3. Removes snow by shoveling crosswalks, intersections, bridge walks, and drains and by assisting in the operation of snow plows and salting trucks.
4. Maintains buildings, equipment and shop area by cleaning, painting, cutting grass and doing minor building repairs.
5. Cleans and maintains equipment, power tools and hand tools.
6. Makes minor repairs to equipment on the job.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED): or one to three years related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read a limited number of two – and three – syllable words and to recognize similarities and differences between words and between series of numbers. Ability to print and speak simple sentences.

MATHEMATICAL SKILLS

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurements, volume, and distance.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

PHYSICAL DEMANDS

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, use hands to finger, handle, feel, reach with hands and arms, and talk, or hear. The employee is occasionally required to stand, walk, climb or balance, stop, kneel, crouch, or crawl. The employee must occasionally lift and or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and ability to adjust focus. May be required to report for work at any time to work in emergency conditions, including snowstorms or floods.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to wet and or humid conditions, high precarious places, fumes or airborne particles, toxic or caustic chemicals, outside weather conditions, risk of electrical shock, and vibration. The noise level in the work environment is usually moderate to occasionally loud.