

CHARLEVOIX COUNTY ROAD COMMISSION JOB DESCRIPTION

TITLE: Truck Driver/Road Maintenance Worker

GENERAL SUMMARY:

Under the general direction of the Road Foreman, perform road construction and maintenance.

EXAMPLES OF TYPICAL DUTIES:

Pre-Trip vehicle/equipment inspection.

Equipment assigned daily by Foreman may include:

- Tandem Dump Truck
- Single-Axle Dump Truck
- Standard Pick-up Truck
- Tractor/Mower
- Mower
- Weed Whip
- Chainsaw

Responsibilities assigned daily by Foreman may include:

- Snow Removal
- Surface Maintenance
- Shoulder Maintenance
- Trees and Shrubs
- Drainage
- Roadside Cleanup
- Grass/Weed Control
- Sweeping & Flushing
- Brining
- Seal Coating
- Blading
- Sign work

Road Maintenance Worker/Truck Driver responsibilities shall include:

- Accurately document daily labor, equipment, inventory and material usage on time card.
- Reporting road defects and traffic sign defects.
- Keep Charlevoix County Road Commission assigned equipment and property in clean condition.

GENERAL SUMMARY:

The foregoing describes the Road Maintenance Worker/Truck Drivers duties in general, and should not be construed as a complete list of all assigned duties and responsibilities. The successful applicant shall be expected to exercise considerable independent judgement in successfully completing work assignments.

ESSENTIAL JOB ELEMENTS AND PHYSICAL REQUIREMENTS:

The Road Maintenance Worker/Truck Drivers position is routinely in the field and the road maintenance worker/truck driver will often encounter adverse conditions where strenuous effort is required, and the following physical requirements must be met.

Mobility: Able to walk extended distances and climb ladders or steps to access equipment and facilities.

Agility: Able to lift, push or pull objects weighing upwards of 80 pounds, and to operate equipment.

Vision: Able to read and comprehend instructions, directions and other documents.

Hearing/Speech: Able to converse orally with telephone or radio, and to receive and communicate information to employees and the public.

Other: Able to tolerate, be exposed to and work in extreme temperatures and weather conditions.

QUALIFICATIONS:

- Ability to deal with people effectively and courteously.
- Ability to formulate accurate, written documentation.
- Willingness to work extended hours, as necessary.
- Maintain a valid Michigan Class A Commercial Drivers License (CDL), together with any endorsements deemed necessary by the Employer and as required by state or federal law.
- May be subject to random MDOT drug/alcohol testing as required by state or federal law.

Preference will be given for experience in road construction and maintenance.

EMPLOYMENT STATUS:

This full-time position is covered by union contract.