GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501

POSTED: FEBRUARY 11, 2015
CLOSING DATE: MARCH 3, 2015

DEPARTMENT: **Public Works Consolidated Roads** **POSITION:** **Road Maintenance/Equipment Operator**

LOCATION: **Payson** **JOB CODE:** **15-014**

PLEASE USE THE CDL/DRIVER'S EMPLOYMENT APPLICATION

ANNUAL SALARY: **$26,495.00-$28,483.00 DOE**

PURPOSE OF THE JOB

The purpose of this position is to perform semi-skilled work in the construction, repair and maintenance of roads, right-of-ways, auxiliary structures, and secondary roads; operate various types of construction equipment in accordance with safety regulations and procedures.

SUPERVISORY RESPONSIBILITIES

No supervisory responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES	TIME SPENT
• Operates road construction and maintenance equipment including front end loaders, backhoes, bulldozers, motor graders, paving machines, street sweepers, and compactors, in accordance with all safety regulations and procedures.	20%
• Grades roads, paves roads, replace asphalt, patches and repairs roads, clean roadways, and sweeps streets.	10%
• Maintains ditches and culverts including removing debris from ditches, installing culverts, and ensuring the efficient flow of culverts.	10%
• Performs manual labor assignments as needed, including fire control, accident and hazardous materials cleanup, guardrail and foliage maintenance and debris removal; cuts and removes brush and trees impacting roadways as required.	10%
• Follows safety regulations on all work zone and flagging sites, including placing barricades and cones; performs emergency road services in relation to fires, floods and roadway inspection.	10%
• Hauls materials and transports vehicles and equipment to jobsites using various trucks and transporters.	10%
• Inspects, cleans and performs routine operational check on trucks and heavy equipment.	10%
• Performs traffic control activities including setting up signs and flagging traffic.	10%
• May perform emergency road services in relation to snow removal, flood damage repair, rockslides, and fires.	10%
• Performs other duties as assigned	

BUDGET RESPONSIBILITIES

This position has no responsibility over any types of budget.

PROJECT RESPONSIBILITIES

This position does not have project responsibilities.

ORAL COMMUNICATION DUTIES

This position may train others.

WRITTEN COMMUNICATION DUTIES

This position creates daily timesheets and reports.

INTERACTIONS WITH THE GENERAL PUBLIC

Interacts primarily internally with other employees at the same level. Minimal contact with customers or general public.

INTERACTIONS SPECIFICALLY WITH CUSTOMERS

Sometimes (More than 10% but less than 25% in a year)

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MINIMUM EDUCATION REQUIRED

High School Diploma or GED

MINIMUM YEARS OF DIRECTLY RELATED EXPERIENCE REQUIRED

Three (3) years' experience in road construction and maintenance and operation of related equipment; or equivalent combination of education, training and experience.

PROFESSIONAL CREDENTIALS REQUIRED

A valid Arizona Class B Commercial Driver's License is required. Within the first three months of employment, a valid Arizona Class A commercial Driver's License with Tanker Endorsement must be obtained.

This position is subject to drug and alcohol testing according to Federal regulations and procedures.

KNOWLEDGE REQUIRED

Customer and personal service, excavation, grading, compaction and traffic control procedures.

SKILLS REQUIRED

Critical thinking, customer service, problem solving, analyzing operations, troubleshooting, time management.

ABILITIES REQUIRED

Read and write minimum high school level, solve problems with inductive reasoning, make sense of multiple information, speak clearly and sensibly, maintain calm demeanor in stressful situation.

PHYSICAL DEMANDS

- Occasionally stands to direct traffic, to complete tasks, to attend to reported incidents.
- Regularly sits to complete report, routinely sits to operate special equipment.
- May be required to lift work related materials, equipment, and tools of more than 75 lbs. in weight.
- Regularly requires dexterity for special gadgets and special machines.
- Incumbents in this position may be required to routinely walk to and from work sites, occasionally bend, stoop, crawl, kneel, routinely twist.

WORK ENVIRONMENT

Work is generally performed at external construction areas.

SAFETY RISK EXPOSURE

Incumbents in this position may become exposed to verbal abuse by customers, or citizens; individuals with high level of emotional distress; physical danger, mechanical hazards, chemical hazards; electrical hazards; bloodborne pathogens and communicable diseases; fire hazards; explosives, respiratory hazards; extreme temperature; noise and vibration; and wetness and humidity.

PROTECTIVE GEAR & SAFETY MANUALS

This position is required to constantly follow written safety procedures and manuals relevant to the division or department; constantly requires safety foot wear; hearing protection devices; eye protection devices; and hard hat.

CONSEQUENCES OF ERROR

Potential errors can result in unfavorable public perceptions and legal ramifications.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.