JOB TITLE: Road Department Laborer

Approved by the Hart County BOC: February 11, 2014

DEPARTMENT: Road Department, Hart County

JOB SUMMARY: This position is responsible for carrying out general maintenance tasks on roads being bush hogged. Duties include, but not limited to, operating weed eaters, chain saws, moving signs, driving pick up truck (CDL not required), cleaning up behind bush hog tractors, moving trees and debris, flag traffic, help service tractors.

MAJOR DUTES:

- Performs semi-skilled/manual tasks associated with the maintenance of county right-of-ways, which may include general repairs to equipment, including changing twine on weed eaters, changing blades on chainsaws, and lifting and moving heavy materials.

- Performs general/preventive maintenance tasks necessary to keep vehicles, equipment and tools in operable condition; which may include inspecting equipment, refueling vehicles, checking/replacing fluids, greasing equipment, replacing parts, washing or cleaning equipment, cleaning shop or work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

- Operates a variety of equipment and tools used in department projects, which may include riding or push mowers, weed eater, leaf blower, pressure washer, pick ax, shovel, rake, mechanic tools, hand tools, and all other necessary tools and equipment.

- Removing debris from roadway behind tractors

- Removing chainsaw debris from right-of-way

- Place signs for bush hogs

- Assists in loading and unloading various equipment and materials associated with department projects

- On call evenings, nights, and week-ends for bad weather related work

SUPERVISORY CONTROLS: The supervisor assigns work in terms of general instructions. Work is reviewed for accuracy and the nature and propriety of the final results.

COMPLEXITY: This position consists of assisting with general labor of the road department and other facilities throughout the county.

SCOPE AND EFFECT: The purpose of this position is to assist in maintaining the county road right-of-ways.

PERSONAL CONTACTS: Contacts are typically with co-workers, other county employees, and the general public.

PURPOSE OF CONTACTS: Contacts are typically to give and exchange information and provide services.

PHYSICAL DEMANDS: The work is typically performed with the employee performing physical labor duties as assigned.

WORK ENVIRONMENT: The work is typically performed outside.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None

MINIMUM QUALIFICATIONS:

- High school diploma or GED equivalent, with experience in maintaining facilities; or equivalent experience or knowledge in areas such as landscaping, general maintenance, and/or general construction
- Must possess and maintain a valid Georgia driver's license
- Ability to lift up to 100 lbs
- Abilities to adapt, plan and perform maintenance under changing facilities uses and conditions
- Knowledge of and ability to operate small engines and hand tools
- Have good customer service, oral and written communication skills
- Work schedule standard is Monday-Thursday, 10 hours per day. On call evenings, nights and week-ends for bad weather related work
- Must pass drug screening test prior to employment and submit to random drug tests as per Hart County policies and procedures
- Must Possess a Class F CDL License