

**LAC QUI PARLE COUNTY, MINNESOTA
POSITION DESCRIPTION**

POSITION TITLE: Highway Equipment Operator DEPARTMENT: Highway
REPORTS TO: Maintenance Supervisor/
Working Crew Foreman/
Working Shop Foreman DATE: January 1, 2012

PURPOSE OF POSITION:

This position, under general supervision, is able to operate all or a majority of the highway maintenance equipment required in maintaining and repairing the county roadway system.

ESSENTIAL DUTIES AND RESPOSIBILITIES:

Perform road and bridge maintenance work, which involves labor, operating equipment, snow and ice removal, and signing. Certain duties may be assigned to certain individuals by the Maintenance Supervisor to maintain continuity, consistency and safety on the County roadway system.

- 1) Be able to operate equipment, such as motor patrol grader, tandem truck with pup, semi-truck with either tanker, low boy trailer or belly dump trailer, front-end loader, distributor truck, tar kettle, chip spreader, tractor mowers, dozer, backhoe, and similar equipment.
- 2) Be able to operate a motor patrol grader with wing and/or tandem truck with plow, wing and sander, loader with snow blower, or other maintenance equipment during snow and ice removal. Will be required during snow and ice removal season to be subject to call 24 hours a day.
- 3) Maintaining the county roadway and bridge system, such as:

Maintaining the bituminous surfaced roads by seal coating, crack sealing, temporary and permanent patching, pulling up aggregate shoulders or graveling the aggregate shoulder, and other operations that may extend the life of the bituminous surface roads.

Maintaining the aggregate surface roads by blading, graveling, repair frost boils, and other operations that may extend the life of the aggregate surface roads.

Maintaining the bridges by repairing damaged substructure, superstructure, deck, railings and curbs, inspecting and tightening hardware, replacing or adding riprap, and other operations that may extend the life of the bridges.

Maintaining and inspecting roadway signs on the county roadway system, by becoming knowledgeable with the "Minnesota Manual of Uniformed Traffic Control Devices" and "Temporary Traffic Control Zone Layout Field Manual". Informing the Working Crew Foreman of any changes, problems or concerns

with roadway signing.

Maintaining and inspecting the 911 signing system, and informing the Working Crew Foreman of all missing and damaged signs.

Maintaining the roadside by repairing damaged erosion areas, cleaning culverts, controlling noxious and nuisance weeds, mowing, controlling brush and trees in the road right-of-way, picking up debris, and removal and disposal of road kill hazards.

Perform routine maintenance and service on vehicles and equipment, under the supervision of the Working Shop Foreman. Will also be required to assist the Working Shop Foreman in repairing and painting equipment.

Perform duties in the maintenance of the shops and grounds.

Perform other related duties as may be required and assigned.

MINIMUM TRAINING AND EXPERIENCE:

High School Education

Commercial Drivers License (Class A)

Must be able to obtain the following endorsement; tanker and hazardous waste.

Required to participate in Transportation Drug & Alcohol testing program. Must complete a drug test prior to employment.

Must complete a physical prior to employment.

MINIMUM PHYSICAL, SKILLS, AND ABILITIES:

Physical Requirements:

Must be physically able to operate a variety of machines and equipment including motor patrol grader, tandem truck with pup, semi-truck with either tanker, low boy trailer or belly dump trailer, front-end loader, distributor truck, tar kettle, chip spreader, tractor mowers, dozer, backhoe, and similar equipment.

Must be able to move or carry job-related objects or materials, not in excess of 50 pounds.

Must be physically capable of stooping, kneeling, crouching, crawling, climbing, and balancing for the purpose of performing maintenance duties on roadways, culverts and bridges, roadside ditches, and etc.

Numerical Aptitude:

Requires the ability to utilize mathematical formulas; add and subtract; multiply and divide totals; determine percentages; determine time and weight; and interpret same as may be appropriate.

Language Ability:

Requires the ability to read a variety of professional, technical and administrative documentation, directions, instructions, methods and procedures.

Requires the ability to communicate with and before others using correct English.

Interpersonal Communication:

Requires the ability to communicate with people to convey or exchange professional information.

Requires the ability to interact respectfully with people (i.e. staff, general public and elected officials) beyond giving and/or receiving instructions.

Environmental Adaptability:

Work is normally performed in both an inside and outside environment. Related occupational hazards include heat, cold, odors, smoke, wetness, dusts, toxic agents, noise, electrical currents, and machinery.

APPOINTING AUTHORITY:

The position will not be filled until final approval by the Lac qui Parle County Board of Commissioners.

“The County is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodation with the employer.”