

**LEE COUNTY
JOB DESCRIPTION**

Job Title: Road Hand (Non-Exempt Position)

Department: Road and Bridge

Location: Lee County

Reports To: Foreman/Commissioner

FLSA Status: Non-exempt

SUMMARY

Under immediate supervision, this is limited skill work in the construction, maintenance and repair of the County's roads and bridges. The work involves the operation of trucks, power tools, and other equipment: has no supervisory responsibility; has no responsibility for reports; may have contact with the public.

SUPERVISION RECEIVED

Works under the general supervision of the Foreman.

SUPERVISION EXERCISED

None generally.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Duties include the following:

1. Performs a variety of tasks related to road construction, such as clearing the right-of-way of brush with a chain saw; setting layout stakes, spreading and digging with hand tools; moving equipment and materials by hand, truck, or equipment; assisting in laying and spreading dirt, gravel, sealer or asphalt; operate motorized sweeper; building and painting fences and guard rails; traffic control activities.
2. Performs a variety of tasks related to road maintenance such as filling holes in roads; mowing grass with tractor mower, clearing brush, trimming trees; setting, painting or repairing road signs.
3. Performs a variety of tasks related to construction and maintenance of drainage systems such as digging with hand tools; lining up pipes; measuring trench depth; landscaping after the backfilling; loading, unloading, pouring, hauling, spreading, leveling and smoothing concrete; building concrete forms; cleaning storm sewers, draining ditches and culverts.
4. Cleans and maintains hand tools, trucks, and mechanical equipment used.
5. Must be able to operate equipment, including trucks, loaders, backhoes, motor graders, oil distributors, water trucks, asphalt pavers, and others.
6. Performs related work as required.

Note: The duties listed on the previous page are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position and is assigned by the supervisor.

MANDATORY QUALIFICATIONS:

PREFERRED EDUCATION and/or EXPERIENCE

At least one year of experience in roadway maintenance and construction or related work.

CERTIFICATES, LICENSES, REGISTRATIONS

Class A Commercial Driver's License is preferred, or must be obtained within 90 days of hire. Must be insurable by Lee County's insurance company in order to operate County vehicles.

OTHER SKILL AND ABILITIES

Must be able to perform strenuous work in the outdoors under all weather conditions and be able to establish and maintain an effective and cooperative working relationship with other employees.

DESIRED MINIMUM QUALIFICATIONS:

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

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 demand described here are representative of those that must be met by and employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to feel or handle objects, tools or controls; and reach with hands and arms. The

employee frequently is required to climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

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.

This position has been identified with possible risk of exposure to blood borne pathogens and/or other various hazards that require immunization against such exposure.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, and outside weather conditions. The noise level in the work environment is usually moderate to loud.