

## CASSIA COUNTY

### FULL TIME JOB DESCRIPTION

**JOB TITLE:** Road & Bridge Worker – Full Time  
**REPORTS TO:** County Commission  
**DEPARTMENT:** Road & Bridge  
**LAST UPDATE:** March 14, 2022

#### **JOB SUMMARY:**

This position performs various tasks associated with maintenance of County roads and bridges; assists in maintaining roads, culverts, signs, equipment maintenance, gravel screening, snow removal, applying magnesium chloride and grade roads. This is a Full Time working position, working long hours in a outside setting throughout the year. Work is conducted in all types of weather outdoors. Ability to drive a vehicle, including Semi-trucks with variety of trailers on variety of road surfaces, including Heavy Equipment Operation to include, Loaders, Graders, Dozer, Excavator with Class A CDL license required.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES *(illustrative only and may vary by assignment)***

- Manages and performs the examination of Road Surfaces.
- Apply gravel to needed road surfaces
- Maintain Culverts
- Grades Roads
- Apply magnesium chloride
- Assists with all Maintenance on Heavy Equipment such as Snowplows, Loaders, Graders, Dozers, and Excavators for proper service and functionality.
- Screen Gravel
- Evaluate all road signs.
- Properly maintains snow removal of County roads.
- Apply deicing methods during the winter season.
- Follows all department policies and procedures.
- Reports any Heavy Equipment maintenance needs to supervisor for approval.
- Communicates regularly with appropriate co-workers to maximize the effectiveness and efficiency of interdepartmental safety operations and activities.
- Interacts with County employees, customers, visitors, and the general public effectively and professionally.
- Organizes and accounts for shop tools.
- Keeps the shop clean and organized for safety and efficiency.
- Have and maintain Drivers licenses, and Class A CDL

#### **CLASSIFICATION REQUIREMENTS:**

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required for an individual to satisfactorily perform each essential duty and be successful in the position.

#### **Knowledge of:**



- General repair, maintenance and fabrication of vehicles and equipment;
- County geography
- Standard office equipment including personal computer and job-related software, two-way radio, and cell phone;
- Safe operation of basic power and hand tools;
- Safe and correct operation of a four wheel drive vehicle and heavy equipment.
- High School diploma or equivalent.

**Skill and Ability to:**

- Maintain effective working relationships with County employees, and co-workers.
- Operate a personal computer using program applications appropriate to assigned duties;
- Train and supervise personnel in the safe operation of heavy equipment;
- Operate a motor vehicle, including four wheel drive trucks;
- Read and interpret road maps;
- Perform basic mathematical computations in determining road measurements.
- Work in a potentially hazardous environment;
- Speak clearly and communicate accurate information to others.
- Use English to communicate effectively with others.
- Listen carefully to, understand, and effectively communicate through oral, written, and interpersonal communication channels.
- Follow verbal and written instructions.
- Work independently and exercise initiative, with general guidance and supervision.
- Use good judgment to make sound and reasonable decisions and problem-solving skills.
- Maintain a professional demeanor at all times;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Demonstrate integrity and ingenuity the performance of assigned tasks and solving problems;
- Perform all duties in accordance with County policies and procedures with regard for personal safety and that of other employees and the public.
- Maintain confidentiality.

**ACCEPTABLE EXPERIENCE AND TRAINING:**

- High school diploma or GED equivalency is required
- Four (4) years related work experience in Road and Bridge Maintenance.
- Valid Idaho Driver's License is required; and Class A CDL
- Experience in the basic repair and maintenance of vehicles; and heavy equipment.
- An equivalent combination of education and experience that provides the required skills, knowledge, and abilities to successfully perform the essential functions of the position may be considered.
- Must successfully pass background investigation relevant to the position and remain in good standing for the duration of employment with the County.

**PHYSICAL DEMANDS & WORK ENVIRONMENT:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this classification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this classification, the employee is frequently required to stand, sit, move about in irregular terrain, drive, use hands to keyboard or type, materials, tools, heavy equipment, or

manipulate papers and files. The employee often lifts and/or moves up to 100 pounds and is regularly required to perform strenuous physical activity. Specific vision abilities required by this classification include close and distance vision to perform field work and office work. Sufficient clarity of speech and hearing abilities required by this classification include those which permit the employee to discern verbal communication and communicate effectively in person and by telephone. While performing the duties of this classification, the employee works in a maintenance shop setting where the noise level in the work environment is usually moderate to high and in an outdoor setting in all weather conditions performing field work in back country locations.