



## ROAD MAINTENANCE SPECIALIST 2

### JOB DESCRIPTION

**JOB SUMMARY:** This is general road maintenance and construction work involving the regular operation of dual axle trucks.

#### **CLASSIFICATION STANDARDS**

Positions allocated to this classification are responsible to the Deputy Director of Highways or designated supervisor for the safe and efficient operation of dual axle trucks or other equipment and perform physical labor as required by the specific job. Positions of this class differ from those of Road Specialist 1 by the kind of equipment assigned on a full time basis.

#### **EXAMPLES OF DUTIES**

- Transports, hauls by truck, various materials, rock, dirt, logs, brush, refuse.
- Operates loaders, graders, backhoe, rock spreaders, mower and rollers to complete associated road and maintenance work.
- Performs hand ditching, patching, leveling of surfaces and cutting of brush.
- Operates oil distributor flow controls and oil snivey; acts as spreader box helper.
- Performs various types of physical labor with hand or specialized tools; makes emergency repairs on roads, assists motorists and the general public.
- Performs other related duties as required.

#### **MINIMUM REQUIREMENTS**

**TRAINING AND EXPERIENCE:** Two (2) years experience in road maintenance work, one (1) year of which must be at level equivalent to Road Specialist 1.

**LICENSE:** Valid Class A CDL License with Tanker Endorsement.

**NOTE:** Work may be in heavy traffic and adverse weather conditions.

#### **BEHAVIORAL STANDARDS**

- Respectful and courteous to customers, workers, and District leadership.
- A team player that helps the organization meet its objectives.
- Takes initiative to meet work objectives.
- Effectively communicates with customers and other District employees.
- Friendly and respectful to customers and other District employees.
- Gets along with co-workers and managers.

- Positively represents the District, maintaining the trust District residents have placed in each of us.
- Demonstrates honest and ethical behaviors.

**SELECTION FACTORS**

Knowledge of:

- Safety rules governing the use of vehicles and equipment.

Ability to:

- Deal with citizens in an informed and courteous manner.
- Follow written or oral instructions in a responsible and efficient manner.
- Carry out work without constant specific or immediate supervision.
- Maintain effective working relations with co-workers and supervisors.
- Perform medium to heavy physical labor for extended periods of time.

## **Instructions to apply for Road Maintenance Specialist Position**

1. Contact Information
  - a. Name, address and daytime contact phone number.
2. Summary of Qualifications
  - a. Describe the relevant experience you have, time operating equipment, etc. Provide a reference that the District can contact to verify your experience.
  - b. Describe any specialized training, experience and/or certifications that you have relevant to this position.
  - c. Describe an overall career accomplishment that shows you would be good at this job.
  - d. Response time to Lakes Highway District (response plus travel) for on-call purposes.
3. Work History
  - a. Name and location of company, dates and titles of relevant positions.
  - b. Accomplishment statements and/or description of duties performed.

**Note: Resumes are due to the District Office no later than October 19, 2017 by 1:00 p.m.**