



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Road Maintenance Worker III</u>	NEW: <u>X</u>	REVISED: <u> </u> <small>(Please check one)</small>
REPORTS TO: <u>Roads Maintenance</u> <u>Superintendent</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>10/11</u>
DEPARTMENT: <u>Public Works, Maintenance</u> <u>Operations</u>	JOB CODE: 700	

DEFINITIONS:

With general supervision, operates small to large sized motor vehicles and a variety of equipment to haul materials and support the construction, repair, maintenance, and replacement of County streets, storm drainage and facilities.

ESSENTIAL FUNCTIONS: *(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.)*

Operates a single axle or tandem axle dump truck; operates motorized vehicles, pickup trucks, utility trucks, tampers, plate compactors, saws, pumps, crack sealing equipment, compressors, generators, common hand and power tools, shovels, wrenches, mobile radios, and telephone.

Assists in construction and maintenance operation related to assigned equipment; assists other employees in construction and maintenance activities for training activities; assists mechanic when assigned equipment is out of service.

Maintains and cleans assigned equipment; inspects and repairs streets, drainage and sewer systems at frequent intervals to ensure that aspects of the systems are functioning properly; determines the locations of gas, telephone, power, television, water and sewer lines from the appropriate sources prior to excavation.

Performs routine inspection and preventative maintenance on equipment; refers defects or needed repairs to supervisor; performs duties in conformance to appropriate safety and security standards; visually inspects and tests machinery and equipment; listens for unusual sounds from machines or equipment to detect malfunction.

Discusses machine operation variations with supervisors or other maintenance workers to diagnose problems or repair machines; cleans and lubricates shafts, bearings, gears, and other parts of equipment; installs and repairs electrical components of machinery and equipment.

Assists in loading, securing, and unloading materials and equipment; aids and assists other workers with the installation and removal of snow plows, spreaders, tailgates, and other devices.

KNOWLEDGE AND SKILL:

1. Good knowledge of operating and service manuals and related documentation to vehicle and equipment used.
2. Good knowledge of federal, state and County codes, relating to vehicle operation.
3. Good knowledge of County policies and procedures relating to workzone safety
4. Skill in the operation of a large vehicle safely and in a manner to minimize damage and repairs.
5. Skill in establishing and maintaining cooperative relationships with departmental staff and the public.

MINIMUM QUALIFICATIONS:

High School Diploma or GED and five years equipment operations or construction experience; Missouri drivers license, Class B CDL with air brake endorsement; Class A preferred.

APPROVALS:

Department Director: _____ Date: _____

(Signature)

HR Director: _____ Date: _____

(Signature)