

Job description

JOB OVERVIEW

JOB TITLE	General Laborer
DEPARTMENT	Road and Bridge
LOCATION	Hwy 20 Bristol, Florida
REPORTS TO	JT Hathaway and Dwayne Williams

GENERAL JOB DESCRIPTION

This is a heavy manual labor involving semi-skilled work in various maintenance and construction tasks requiring the use of tools, equipment, and the operation of light automotive equipment within the Road and Bridge Department. Work is performed under the supervision of a Road Superintendent and/or Supervisor of Road and Bridge Department.

DUTIES & RESPONSIBILITIES

- Assists in the repair and cleaning of County roads, sidewalks, alleys, storm sewers, catch basins
- Dig trenches and ditches, collect garbage and refuse.
- Maintain County easements and roads
- Conduct general maintenance of equipment and notifies management of needed repairs
- Operate mowing tractor with a 15' batwing
- Operates a variety of mechanical equipment, including but not limited to, bed edgers, commercial mowers (ztr's and possible bush hog), blowers, dump trailers, chain saw, and line trimmers.
- Keep blades sharp and keep mowing deck free of debris
- Operate other pieces of equipment (excavator, skid steer, front end loader, back hoe)
- Operate self-propelled grader to spread and level dirt, gravel and stone to grade specifications in construction and maintenance of earthwork structures, such as highways and streets.
- Repair work including, but not limited to, repair of fences, roadway signs, litter and debris removal, and other highway maintenance activities to include emergency response
- Completes landscape maintenance duties, such as mowing, chemical and fertilizer application, weed control, trimming and pruning
- Flag motorists to warn them of obstacles or repair work ahead.
- Set out signs and cones around work areas to divert traffic
- Use all equipment safely
- Complete daily paperwork
- Perform other duties which may be assigned.

This job description is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position. While it is intended to accurately reflect the position activities and requirements, management reserves the right to modify, add, or remove duties and assign other duties as necessary. This job description does not constitute a written or implied contract of employment.

REQUIRED EDUCATION & TRAINING/ LICENSE

- High School Diploma or GED required
- Valid Driver's License
- Class "B" CDL preferred
- Must be able to communicate and comprehend the English language
- Must have transportation to and from office
- Be able to lift fifty to sixty pounds (50 - 60lbs.)
- Pass Pre-employment physical, background and drug testing
- Be able to comply with County Drug and Alcohol Policy
- Be available for emergency call-outs

- Highway maintenance or construction skills are preferred
- Heavy equipment operation, power tools use experience preferred

THIS POSITION IS DESIGNATED AS A SAFETY SENSITIVE POSITION. AN EMPLOYEE IN THIS POSITION IS SUBJECT TO THE MANDATORY DEPARTMENT OF TRANSPORTATION DRUG TESTING PROGRAM WHICH INVOLVES RANDOM DRUG TESTING.

SKILLS & ABILITIES

- Some knowledge of tools and equipment used in general maintenance work.
- Knowledge of hand and power tools, traffic control devices and mobile equipment such as tractors, graders, mowers, augers and other types of equipment used for surface and right of way maintenance and repair.
- Knowledge of occupational hazards and safety precautions applicable to laboring work.
- Capability of working in an environment in which demands and priorities change rapidly.
- Ability to learn the operation of light truck, tractors, and small automotive equipment.
- Ability to understand and follow simple instructions.
- Ability to effectively communicate (in English); both orally and in writing with co-workers and supervisor.
- Understand instructions furnished in written, oral, or diagram form, and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to adhere to prescribed routines and practices.
- Ability to write routine reports and correspondence.
- Ability to follow directions and complete work assignments with little or no supervision.
- Ability to establish and maintain effective working relationships and communications with department management, County employees, and the general public.

Work Conditions/Physical Demands

This position requires a highly developed sense of safety awareness and perceptive ability. Ability to recognize hazards inherent in routine and non-routine tasks and make adjustments to avoid loss, injury or accident. Ability to communicate with co-workers, safety instructions. Ability to think clearly and focus on your safety in your immediate surroundings, while using tools and equipment, while driving or operating equipment. Required to wear Personal Protective Equipment (PPE) appropriate to your job. This position requires on-call 24/7 during any county disaster or emergency.

- Ability to lift up to 50 pounds unassisted, use manual and powered pneumatic, hydraulic, gas, and electric powered tools and equipment.
- While performing the duties of this job, the employee is routinely exposed to outside weather conditions including extreme heat and cold. The employee is occasionally exposed to wet and/or humid conditions; high precarious places; fume or airborne particles. Frequent exposure to toxic or caustic chemicals, frequent exposure to insects and infrequent exposure to reptiles/rodents, the noise level in the work environment usually moderate but on occasion can be more than moderate.
- Squatting, twisting, bending, and kneeling while using tools and performing maintenance tasks.
- The work requires some physical exertion, such as long periods of standing; walking over rough, uneven or rocky surfaces; recurring bending, crouching stooping, stretching reaching or similar activities. The work may require specific, but common, physical characteristic and abilities, such as above average agility or dexterity.
- Requires grasping by applying pressure to an object with the fingers and palm.
- Requires repetitive motion of the wrists, hands and/or fingers.
- Required to operate a motor vehicle to perform essential job functions.
- The worker is required to have visual acuity to operate motor vehicles and/or heavy equipment.
- Physical strength and ability to perform manual labor outdoors under extreme weather conditions.

Mental Demands

Ability to read and comprehend operational and safety instructions, procedures, rules, policies, warnings, memos.

- Ability to write simple sentences relaying information, data, and details.
- Ability to perform basic math.

INTERPERSONAL TEMPERAMENT:

Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress, and when confronted with persons acting under stress, the general public and inmates.

WORKING CONDITIONS

WORK ENVIRONMENT	The worker is subject to inside and outside environmental conditions. Tasks may risk exposure to extreme temperatures, humidity, etc. While performing the duties of this job, the employee frequently works near moving mechanical parts; in high precarious places; and in outside weather conditions. The employee is occasionally exposed to fumes or airborne particles and toxic or caustic chemicals.
HOURS / SHIFTS	40 hour workweek. 10 hour days, 4 days a week
BENEFITS	A comprehensive benefits package that includes health, dental, vision, retirement, paid leave etc.
COMPENSATION	Starting at \$22,880.00 annually
EMPLOYEE SIGNATURE	