

## WORCESTER COUNTY JOB OPPORTUNITIES

**DEPARTMENT:** DEPARTMENT OF PUBLIC WORKS - ROADS

**JOB TITLE:** ROADS WORKER III (WITH A CDL A OR CDL B)

**GRADE 11/STEP 4 \$17.67 HOURLY/\$36,754 ANNUALLY - GRADE 11/STEP 5 \$18.11 HOURLY/\$37,669 ANNUALLY (WITH CDL A OR CDL B) DEPENDING ON EXPERIENCE**

**APPLICATION PERIOD: UNTIL FILLED**

**JOB SUMMARY:** Under the direction of the Roads Superintendent, drives, operates and trains on non-commercial and commercial weight vehicles (over 26,000 pounds); perform unskilled and semi-skilled labor work; use hand and power operated tools; operate and maintains a variety of small gas powered, electrically driven, and/or hydraulically operated equipment/machinery and associated equipment used by the Department of Public Works.

**MARYLAND STATE RETIREMENT:** This position will automatically participate in the Maryland State Retirement System. Membership is mandatory for employees that work over 500 budgeted hours in the fiscal year. As a member, 7% of your budgeted annual salary will be calculated, divided by 26 and deducted from your biweekly paycheck and sent to your account at Maryland State Retirement System

### **GENERAL REQUIREMENTS**

- Drug and Alcohol Testing
- Current DOT Physical with CDL A or B
- Essential personnel subject to emergency call-back with little or no notice
- Pre-employment background check and motor vehicle history

### **ESSENTIAL JOB DUTIES AND RESPONSIBILITIES**

- Repairs, resurfaces and rehabilitates roadways. Erects and repairs guardrails and traffic signs. Constructs forms, mixes concrete and final finish surfaces. Repairs, maintains and paints buildings, bridges and other structures;
- Mows grass and remove debris from roadways and drainage systems; trim limbs of trees and apply herbicide;
- Assists mechanic with vehicle and equipment repairs: performs minor repairs and maintenance;
- Maintains records and logs;
- Ensure confidentiality of information and records and complies with record retention schedule;
- Drives and operates commercial weight, single and tandem-axle vehicles and equipment;
- Participates in safety related training including confined space, trench working conditions, and the handling of hazardous materials: maintains records and logs;
- Complies with the safety programs, procedures, training, fire drills, COOP plans, etc.;
- Knowledge of proper safety procedures and PPE utilization at all times to perform job related duties
- Plows and sands roads during snow emergencies;
- Adhere to the Worcester County Government Personnel Rules & Regulations;
- Performs other related duties at any location as assigned.

### **QUALIFICATIONS AND SKILLS**

- Basic knowledge of the operation and function of tools, equipment, and commercial weight vehicles used in the construction and maintenance of pipelines, roads, drainage systems, and related structures.
- Basic knowledge of the methods used in snow clearing operations.
- Skill in the operation of hand and power tools, machines, equipment, and vehicles. Skill in making minor and routine repairs/adjustments to machinery, vehicles and equipment;

- Oral and written communication skills necessary to follow verbal and written instructions; read street signs; keep records and logs; complete written forms; and to communicate effectively with the public and co-workers.
- Ability to apply acquired knowledge to increasingly varied and complex tasks;
- Ability to perform manual physical labor including frequent walking, bending, stooping, lifting and carrying heavy objects up to 80 lbs., and the operation of vehicles, tools, and equipment;
- Possession of a valid Class "B" CDL (**within 1 year**) and driving record with less than 4 points (MD); Current ICC Physical Examination card, ability to pass ICC drug screen;
- Ability to perform duties independently and as part of a team; to instruct others on equipment and vehicles of higher complexity; and complete assigned tasks by established deadlines.
- Ability to work outdoors in adverse weather conditions.

### **SAFETY ANALYSIS**

*(Rarely (<5% of the time), Occasional (5-25% of the time), Frequent (25-75% of the time); Constant (>75% of the time)*

Very Heavy work; Constant viewing and lifting over 20lbs; Frequent talking, hearing, carrying, pushing, pulling, lifting and moving of objects over 50lbs; Occasionally over 80lbs. Known hazards include risks associated with impacts, heat, chemicals, and sharp objects; work in extreme and/or inclement weather conditions. Work areas frequently encountered include open ditches, trenches, bridges, overpasses, open water, heavy machinery, excessive noise and vehicular traffic.

- I have read and I am willing and able to perform all the essential job functions for this position

Signature: \_\_\_\_\_

Date: \_\_\_\_\_