

Job Description

Job Title: Road Maintenance Trainee

Code: 906599

Job Family: Infrastructure

Pay Grade: JC.13.12

FLSA: Non-Exempt

EEO: Service/Maintenance Workers

Department/Agency: Countywide

Position Number(s): Multiple

Recommended Position Title(s): Road Maintenance Trainee

The following Core Competencies apply to everyone and are essential to all County jobs:

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

Essential Duties:

- Performs routine semi-skilled and skilled tasks under close supervision in the completion of general road maintenance tasks, including tasks related to the construction, maintenance and repair of roads, rights of way and other County infrastructure; spreads and tamps asphalt to repair joints and patch broken pavement; cuts and prepares road surfaces for the repair of potholes and the sealing of roadway cracks; spreads sand, gravel, and clay to fill washouts and repair road shoulders; removes litter and debris from roadways, including debris from flooding to ensure roadways are passable; performs roadside landscaping work, such as mowing, clearing weeds, cutting brush and trimming trees to maintain a clear recovery zone for motorists; installs erosion control materials to facilitate restoration of roadside vegetation.
- Performs various tasks requiring equipment, vehicle, and tool operation; performs pre-trip inspections of trucks and equipment; executes field maintenance activities required to operate the equipment; uses a variety of small and large tools and operates a variety of light duty road maintenance equipment and attachments including trucks, skid steer loader, compact rollers, mini excavator, power broom, and snow removal equipment; performs general and routine maintenance of light duty equipment.
- Performs a variety of activities during emergency response which include sign repair, closing roads, addressing flood issues, and plowing and sanding activities for snow events.

Supervisory Responsibilities:

- Yes No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.

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Minimum Job Requirements:

A high school diploma or equivalent and a valid driver's license with an acceptable driving record are required. This is a temporary trainee position with a maximum employment duration of five months for seasonal employment and three months for full-time employment. Trainees hired in a full-time position must obtain their Class A CDL with tanker endorsement within three months in order to continue employment as a Road Maintenance Worker I or II.

Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.

Preferred Job Requirements:

No preferred job requirements.

Education/Experience Substitutions:

Yes No Experience may be substituted for degree.

Yes No Education may be substituted for experience.

Physical, Environmental, and Special Working Conditions:

Excessive standing and/or walking – 80%

Lifting – 50lbs.

Travel required: 50% local and 5% outside Johnson County

Weather essential job - Department essential

Wear goggles, rubber boots, rubber gloves, and other PPE as required

Position is required to respond to requests for emergency and afterhours work which will require work when the facility is closed, example is holidays, weekends, nights. This work will require overtime as needed.

All County employees may be called upon to assist other departments/agencies in a declared emergency situation.