



ST. CLAIR COUNTY ROAD COMMISSION

JOB DESCRIPTION

CLASSIFICATION: Common Laborer

FLSA: Non-Exempt

GENERAL SUMMARY:

Operates trucks and variety of construction equipment utilized in construction, maintenance and repair activities; performs a variety of semi-skilled tasks in the maintenance of roads, bridges, drainage systems and equipment. Works under the close supervision of a District or Labor Foreman.

TYPICAL DUTIES:

1. Operates trucks of various sizes and weights in the loading, hauling and unloading of various equipment, materials and supplies.
2. Operates trucks and construction or power equipment, such as mechanized broom, dump truck, pickup truck, utility trailer, tractors, highway mowers and loaders.
3. Operates winter maintenance equipment such as material spreaders, underbody scrapers and front end plows.
4. Operates jackhammers, lawn mowers, chainsaws, and other small equipment and tools to maintain roads and bridges.
5. Works with and assists the crew in digging ditches; pot hole patching; flagging; seal patching; digging post holes; cutting and trimming trees; grading and loading material; lifting and moving material, tools and equipment; winter maintenance; guardrail installation; and any other related work using heavy equipment and other small equipment and tools.
6. Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
7. Performs all duties in conformance to appropriate safety and security standards. Performs some or all of the duties of other maintenance workers, as required or assigned. Operates other equipment as assigned.

The typical duties stated herein are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all duties and responsibilities of personnel so classified.



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JOB SPECIFICATIONS:

1. High school education, GED, or equivalent education preparation.
2. Considerable knowledge of equipment operating principles; working knowledge of the hazards and safety precautions common to heavy and light equipment operations; working knowledge of the methods, materials and tools used in road and bridge maintenance work.
3. Skilled in operation of various motorized vehicles and equipment, including front end loader, dump truck, pickup truck, utility truck, trailers, mechanical broom, tamper, plate compactor, saws, pumps, compressors, generators, common hand and power tools, shovels, wrenches and other related equipment.
4. Ability to understand and follow oral or written instructions; Ability to communicate effectively verbally and in writing.
5. Ability to observe proper safety precautions; Ability to establish effective working relationships with other employees, supervisors and the public.
6. Ability to perform heavy manual tasks under varying weather conditions.
7. Ability to drive and operate a variety of equipment under varying conditions.
8. Must have a valid State of Michigan operator's and Group A, CDL license. Must maintain a valid CDL medical card. Must maintain a good driving record.

PHYSICAL REQUIREMENTS:

1. Ability to use hands to lift and move objects, and to operate manual and power tools.
2. Ability to sit, reach with hands and arms, talk and hear, climb, balance, and smell.
3. Ability to stand, walk, stoop, kneel, crouch, lift, and crawl.
4. Ability to climb a twenty (20) foot ladder.
5. Ability to regularly lift and/or move up to fifty (50) pounds, and frequently lift and/or move up to one hundred (100) pounds, and occasionally required to lift and/or move



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more than one hundred (100) pounds.

6. Ability to see close up and distant; must have excellent depth perception, color vision, peripheral vision, night vision and vision in inclement weather.
7. Ability to regularly work in varying and extreme outside weather conditions.
8. Ability to regularly work in high traffic volume areas; near moving mechanical parts and in extreme heat, cold, and wet and/or humid conditions
9. Ability to work in a work environment with regular exposure to loud traffic and construction equipment noise, and occasionally very loud noise (e.g. jack hammer work).
10. Ability to work in high places along with exposure to vibration, fumes or airborne particles, and risk of electrical shock.

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Candidates for this position may be required to demonstrate their qualifications prior to the awarding of this position if deemed necessary by the District Foreman.

APPROVED BY:

Human Resources

Date

Managing Director

Date