

# CHEBOYGAN COUNTY ROAD COMMISSION

## JOB DESCRIPTION

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### **TITLE: Temporary Heavy Truck Driver**

#### **GENERAL SUMMARY:**

Under the supervision of the Manager and the Foreman, performs a variety of unskilled or semi-skilled road maintenance work, and operates a variety of equipment in the construction, operation, repair and maintenance of State and County roads.

#### **ESSENTIAL FUNCTIONS:**

1. Drives a licensed truck equipped with underbody scraper, dump box, salt-sander box or spreader attachment and snow plow to transport materials and to remove, reshape or place materials on and from the roadway.
2. Lifts, carries, pushes and pulls materials (sand, gravel, asphalt and concrete, ect.) from the truck box, places and/or compacts the materials on the roadways, ditches or pipes under the roadway.
3. Lifts, carries, pushes and pulls materials and vegetation from underground pipes, catch basins, manholes, ditches, trenches, roadways and vegetated ground and transports to and places in the truck box using hand-held tools.
4. Operates a motorized hand-held chain saw and brush cutter to cut and remove trees and brush.
5. Lifts, carries, pushes and pulls pneumatic and hand-held post driver and installs sign hardware and fencing materials.
6. Prepares daily reports for each work activity, materials used and equipment condition. Prepares other reports for payroll deductions, accidents and unusual work situations.
7. Repairs highways and streets and drainage systems at frequent intervals to insure that all aspects of the systems are functioning properly.
8. Responds to complaints regarding road conditions; evaluates situation; explains findings to supervisor and/or makes the necessary repairs.
9. Performs routine inspection and preventative maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
10. Performs all duties in conformance to appropriate safety and security standards.
11. Operates a variety of power construction and maintenance equipment used in road commission operations.
12. Stands and directs vehicles on the roadway by communicating with other employees and seeing and hearing approaching vehicles.

The duties stated herein are intended to describe the essential functions 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. Employees may be asked by supervisors to perform other duties from time to time.

#### **JOB QUALIFICATIONS:**

The following qualifications are normally required to enable job holders to perform the essential functions of the job:

1. Current valid commercial drivers license with endorsement "A".
2. Operate and maintain trucks up to 160,000 pounds G.V.W.
3. Driving record will be investigated and considered prior to employment and will be reviewed annually from information furnished by the Michigan Department of State.
4. High School Graduate or posses G.E.D. High School Equivalency Certificate.
5. Be able to work overtime on weekends, holidays and nights.
6. Submit to drug and alcohol testing required by Federal and State laws and pre-employment testing.

The qualifications listed above are guidelines. Other combinations of education and experience which could provide the necessary knowledge, skills and abilities to perform the job will be considered.

#### **PHYSICAL REQUIREMENTS:**

The ability to perform heavy manual tasks for extended periods of time and the ability to communicate effectively, verbally and in writing are required. All employees in this position will be required to work independently (unassisted) to do any or all of the duties described. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Candidates whose abilities make them unable to meet these requirements will still be considered fully qualified if they can perform essential functions of the job with reasonable accommodation.

While performing the duties of this job, the employee is regularly to use hands to finger, handle, feel, and/or feet to operate objects, tools, or controls and reach with hands and arms. The employee is frequently required to climb a ladder through a narrow opening, sit, and talk and hear. The employee is occasionally required to walk, stand, balance, bend, twist or turn, stoop, kneel, crouch or crawl and smell.

The employee must frequently lift and/or move up to seventy-five (75) pounds and occasionally lift and/or move up to one-hundred and twenty (120) pounds. This includes, but is not limited to, changing tires on heavy equipment and trucks, and changing blades on underbody scrapers. The employee must be able to lift and install new blades that weight up to one-hundred and twenty (120) pounds while laying under the truck in wet cold conditions. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

#### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee works near moving mechanical parts and is frequently exposed to wet, cold, and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electric shock. The noise level in the work environment is usually loud.

The job description does not constitute an employment agreement or contract between the employer and the employee. The employer has the right to revise this job description at any time.