

SANDUSKY COUNTY

CLASSIFICATION SPECIFICATION

An Equal Opportunity Employer

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|----------------------------|----------------------|------------------------|-------------|
| Agency: | County Engineer | Unit: | Engineering |
| Name: | | Position Title: | |
| Class Title: | Maintenance Worker I | Class Number: | |
| Supervisor's Title: | Road Superintendent | Number: | |

JOB DESCRIPTION AND WORKER CHARACTERISTICS:

JOB DUTIES: In order of importance

ESSENTIAL FUNCTIONS OF THE POSITION: (* indicates developed after employment)

40% (1) Performs manual and semiskilled labor duties: assists with maintenance, construction and/or repair of highways; (e.g., applies stone, tar, gravel and asphalt to road surfaces; replaces, erects and installs guardrail and fences; cuts brush, grass and trees; shovels backfill; removes trash and refuse; constructs, repairs and maintains catch basins, culverts and bridges; builds headwalls and piling; removes and installs new bridge decks, flooring, support rails; paint bridges, guardrails, building and equipment with power sprayer or brush; prepares metal and wood for painting, etc.)

(1) **Knowledge of:** (a); (b)
Skill in: (c); (e)
Ability to: (g); (h); (i)

40% (2) Operates various equipment used in highway and bridge maintenance, repair and construction projects (front end loader, distributor, power saw, chain saw, jackhammer, etc.); to perform rough grade level work on an intermittent basis (e.g., rolls blacktop, dig ditches and trenches, load trucks, cut trees, cement and stone, dig up roadways, etc.) hauls equipment and material to and from project sites; plows snow and spreads road de-icing material; use two-way radio to communicate the quantity and type of material delivered at project site; record/track material

(2) **Knowledge of:** (a); (b);
Skill in: (c); (d); (e)
Ability to: (g); (h); (i); (j); (k)

10% (3) Performs janitorial work and upkeep of the county roads (plowing snow, mowing grass, potholes, and other various repairs)

(3) **Knowledge of:** (a); (b)
Skill in: (c); (d); (e)
Ability to: (h); (i)

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10% (4) Performs general maintenance and minor repair on equipment operated (e.g. checks and replaces fluid, lubricates moving parts, changes oil and tightens belts); assist mechanics with equipment repairs

(4) **Knowledge of:** (a)
Skill in: (c) (e); (f)
Ability to: (h); (i)

OTHER DUTIES AND RESPONSIBILITIES:

Performs other related duties as required; required to perform job duties in a reasonable, productive, efficient, and economical method.

MINIMUM ACCEPTABLE CHARACTERISTICS:

Knowledge of: (a) safety practices and procedures; (b) construction techniques

Skill in: (c) hand held power tools; (d) operating large sized trucks; (e) operation of light to medium equipment; (f) automotive and equipment maintenance and repair

Ability to: (g) understand highway and bridge construction procedures; (h) cooperate with co-workers on group projects; (i) demonstrate physical strength; (j) read and copy figures accurately; (k) complete routine forms