



COLUMBIA COUNTY, OREGON
JOB TITLE: ROAD MAINTENANCE WORKER I
DATE: MAY 1, 2024

EXEMPT (Y/N):	No	CLASSIFICATION:	CSC
DEPARTMENT:	Public Works	JOB CODE:	401
SUPERVISOR:	District Supervisor	SALARY RANGE:	22
UNION (Y/N):	Yes	LOCAL:	AFSCME 697

GENERAL STATEMENT OF DUTIES: Operate and perform routine maintenance on equipment used in road construction. Perform unskilled, semi-skilled and some skilled manual tasks related to road construction.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other related duties may be assigned.

Asphalt Raker: Perform simple tasks in repairing road surfaces, such as removing loose material, pouring oil, or spreading sand and mix.

Bridge Work: Perform a variety of bridge maintenance and repair activities including cleaning decks, cutting brush, and hand-placing rock in gabions. Assist in other maintenance and repair activities, including the replacement of members and sections, rigging scaffolding, bridge carpentry, bridge painting, and cement work.

Brush Crew: Perform heavy manual labor in cutting brush and trees, including feeding brush and tree limbs into woodchipper, and operating a chain saw. Operate bucket truck (front or rear).

Flagger/Pilot Vehicle Operator: Divert traffic around hazards or crews in roadways.

Forklift Operator: Operate forklift or loader with forks.

Herbicide Driver: Drive herbicide spray truck.

Incident Response to Accidents: Provide traffic control for incidents and accidents, set up and remove message boards, report situations to emergency responders, and assist as needed.

Laborer: Perform heavy manual labor, including digging ditches, cleaning and installing culverts or drain tiles, raking asphalt, removing obstacles, litter, debris, and dead animals from roadway and adjacent area, hand loading and unloading all types of materials, washing and cleaning vehicles, and laying fabric for asphalt or base support. Perform simple manual work connected with patching and repairing roadways, including operation of patch truck. Install and repair guard rails, fences, signposts, and paint.

Loader Operator: Operate front end loader in moving earth and rocks, filling truck, or other operations.

Roller/Compactor Operator: Operate self-propelled road roller for base compaction, rubber tire roller, and compactor for gravel roads.

Sweeper: Operate self-propelled sweeper, sweeper on loader, or sweeper on a dump truck.

Tank Truck Driver: Operate tank truck for asphalt patching operations. Operate crack sealer.

Truck Driver: Operate all dump trucks in hauling and dumping construction materials. Operate water truck up to 1000 gallons.



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Operate equipment of any type to the extent of transferring the equipment from one location to another, to include equipment such as the bucket truck, truck and empty trailer, backhoe, and grader. Sand icy roads and/or plow snow. Assist in fabrication and installation of signs.

Perform routine service and maintenance of equipment. Maintain tools and equipment in proper working condition.

Use the following equipment, in addition to any other equipment mentioned above or below with proficiency: Chipper, dump truck, forklift, front end loader, hydro seeder, patch truck, pickup and trailer, compactor, rubber tire roller, snowplow, sweeper, tank truck, tractor, and water truck up to 1000 gallons.

Use a variety of hand tools to include chainsaw, jack hammer, concrete or asphalt cutter, pole saw, circular saws, grinders, compactors, and power washers.

Maintain necessary certifications required to perform the essential functions of the position.

Follow all safety rules and procedures established for work areas. Comply with all relevant county policies and procedures.

Maintaining regular attendance during the assigned work schedule is an essential requirement of this position. The ability to serve and meet in person with members of the general public, co-workers, and others is required.

SUPERVISORY RESPONSIBILITIES: Supervision of employees is not a responsibility assigned to this position.

SUPERVISION RECEIVED: Work is performed under the general direction of the District Supervisor who provides policy, procedure, and administrative direction and reviews performance.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The competencies below represent the required knowledge, skills, and/or abilities. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION and/or EXPERIENCE: Equivalent to a high school diploma. One year of experience in road construction, maintenance and repair, including experience in the operation of motorized road construction equipment. Any satisfactory combination of experience and training, which demonstrates the required knowledge, skills, and abilities may be substituted for the above requirements.

DESIRABLE QUALIFICATIONS: Team player willing to work collaboratively toward shared goals and be open to diverse ideas and perspectives. Receive constructive feedback in a positive manner.

CERTIFICATES, LICENSES, REGISTRATIONS: Must possess or be able to obtain within six months of hire a valid Class A commercial driver's license (CDL) with tanker and hazardous materials endorsements and be insurable under the county's liability policy.

KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of the operation, maintenance, and minor repair of motor equipment. Knowledge of the methods and materials used in road construction and vehicle maintenance.



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Skill in business software and Microsoft Office products.

Ability to:

- Express ideas effectively, both verbally and in writing. Use sound judgment.
- Adapt to change or new situations and openly acknowledge and work through conflict. Accept responsibility and be able to work well with ambiguity.
- Work independently and as part of a team.
- Act in such a manner as to maintain the confidentiality of the records and issues and other matters that may be encountered.
- Develop and maintain harmonious and effective working relationships with employees, other agencies, county officials, and the general public.
- Read, understand, and enforce all laws, regulations, ordinances, and standards consistently to ensure compliance and to protect the public's health and safety.
- Operate equipment effectively, efficiently, and safely under all conditions, including adverse weather conditions.
- Act effectively and decisively in emergency situations.

SPECIAL NECESSARY QUALIFICATIONS: Must be able to pass a pre-employment background and drug screening. Must be able to maintain a Medical Examiners Certificate as required under Department of Transportation regulations for CDL Drivers.

PHYSICAL DEMANDS: The physical demands described here must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, regularly required to use hands to finger, handle, or feel. Frequently required to stand and reach with hands and arms. Occasionally required to walk; sit; climb or balance; and stoop, kneel, crouch, or crawl, at times on uneven ground. Regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, regularly exposed to outside weather conditions and may be required to work evenings during all adverse weather conditions. May be required to work alone or with community service workers. Frequently exposed to moving mechanical parts; high, precarious places; and outside weather conditions. Occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually moderate.

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in



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the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

*Columbia County has the right to revise this job description at any time.
This description does not represent in any way a contract of employment.*