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GRIMES COUNTY HUMAN RESOURCE DEPARTMENT
P.O. BOX 230
ANDERSON, TEXAS 77830
(936)873-4401
INTERNAL/EXTERNAL COUNTY OPENING

JOB TITLE: Road & Bridge – Finished Blade Operator
GRADE: 8
DATE POSTED: July 10, 2017
CLOSING DATE: Until Filled

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION: To operate the construction and maintenance equipment in a variety of maintenance activities, including blading, setting up roads for paving, dozer work and any other related equipment and perform skilled maintenance tasks. Must have experience in the building, setting up and finishing of roads for pavement purposes.

SUPERVISION: Receives supervision from County Engineer (or Road Administrator), General Foreman or assigned supervisor who may exercise functional and technical supervision over personnel working with operator on road projects.

RESPONSIBILITIES AND DUTIES: Important responsibilities and duties may include, but not limited to the following:

- 1.) Operate motor-graders and other construction and maintenance equipment such as a dozers, back-hoes, loaders, and other light equipment for a variety of maintenance and construction operations.
- 2.) Perform additional construction and maintenance tasks such as driving trucks, repairing potholes, shoulder and edge work paving, and other activities relating to county roads and right of ways.
- 3.) Performs highly skilled roadway repairs.
- 4.) Install barricades, signs and any necessary items prior to, and during the performance of road repair activities, direct and control traffic around work sites in a proper and safe manner.
- 5.) Perform preventative maintenance on equipment, and assist Mechanic in maintaining all written records of such services as required.
- 6.) Correctly complete daily worksheet and fuel reports

Other Important Responsibilities and Duties:

- 1.) Daily inspections of equipment for proper function and safety.
- 2.) May build and install road signs, fences and barricades.
- 3.) May assist other department staff as required.
- 4.) May cut trees; pick up debris, herbage and animal carcasses.
- 5.) May clean and inspect culverts.
- 6.) Perform other duties as assigned.
- 7.) Must keep vehicle and equipment clean, inside and out.
- 8.) Perform minor maintenance on equipment and vehicles, i.e. – repair hoes, change oil & filters.

QUALIFICATIONS:

Knowledge of:

- 1.) New road construction and maintenance roads.
- 2.) A variety of the materials used in the construction and maintenance.
- 3.) Practices, methods and materials used in construction and maintenance work.
- 4.) Sign and traffic knowledge
- 5.) Occupational hazards and standard safety practices.

Ability to:

- 1.) Must be able to perform construction and maintenance of new and existing roads.
- 2.) Perform a variety of manual task for extended periods of time and in unfavorable weather conditions.
- 3.) Perform heavy manual labor, including lifting as required.
- 4.) Work independently in the absence of supervision.
- 5.) Learn, understand and apply rules and regulations.
- 6.) Understand and follow oral and written communications.
- 7.) Communicate clearly and concisely, both orally and in writing with supervisors, co-workers and public.

- 8.) Establish and maintain effective working relationships with supervisors, co-workers and public.
- 9.) Good physical condition, capable of performing job requirements, including lifting as required.
- 10.) Possess and maintain a valid Commercial Class A or B Drivers' License

SALARY RANGE: \$18.00 per hour

INTERESTED EMPLOYEE CANDIDATES SHOULD COMPLETE THE GRIMES COUNTY APPLICATION AND RETURN TO THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL. THOSE CANDIDATES WHO RECEIVE APPROVAL SHOULD CONTACT THE HUMAN RESOURCE DIRECTOR, LUCY POPE TO OBTAIN FURTHER INFORMATION.

Human Resource Director Lucy Pope Date 7/10/17