



# Job Description

Your Logo Here

<b>Job Title:</b> <u>R&amp;B General Laborer II</u>	<b>Job Code</b>	Job Grade
<b>Reports to</b> _____	<b>Position #</b>	FLSA Code
<b>Department</b> _____	<b>Location Code</b>	SIC Code
<b>Division</b> _____	<b>CS Code</b>	EEO Code

**Summary of Functions:**

Performs entry-level work in assisting Road and Bridge crew operations. Performs road construction and maintenance work in one or more public works programs. Work includes reconstruction/rehabilitation, surface maintenance, right-of-way maintenance, or customer services programs. Work involves performing the operation of light hand-held equipment. May operate vehicles that only require a Class C driver's license, if approved by supervisor. Works under general supervision for all activities.

**Distinguishing Characteristics:**

This is the second in a series of two R&B General Laborer-related job classifications within this job family. This classification is distinguished by this intermediate level position, versus a General Laborer with no experience. This classification may require a flexible work schedule to meet the needs of the department.

**Management Scope: N/A**

**Duties and Responsibilities:**

% of Time

Essential / Non-Essential

- Operates light equipment used in construction and maintenance projects, such as various hand-tools, string trimmers, push and riding mowers, power drills, grinders, saws, pressure washers, and water spraying equipment.
- Assists with preventive maintenance inspections, routine servicing, and minor repairs on equipment.
- Ensures adherence to safety standards when operating equipment and at all other times.
- Picks up rocks, leaves, and trash and cleans up after heavier equipment and assists in the loading and unloading of trucks.
- Inspects equipment to ensure that it meets safety and operational specifications.
- May perform other work as directed during emergencies such as floods, tornadoes, hurricanes, accidents, and hazardous material spills.
- Assists with traffic control operations in work zones as directed such as flagging and setup of work zone.



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8. Assists operators with tasks such as carrying materials at sites, cleaning and preparing job sites, moves tools, materials and equipment as directed.
9. Will perform physical tasks such as cleaning, removing debris, loading, and unloading materials, assembling and disassembling temporary structures, digging trenches, compacting earth, and assisting skilled operators with their duties.
10. Performs other job-related duties as assigned.

**Minimum Qualifications**

**Education, Experience, and Training:**

- Requires a High School diploma or GED equivalent
- 6 months experience in roadway construction/maintenance operations or related field

**Licenses, Registrations, Certifications, or Special Requirements:**

- Work Zone Flagger Training certificate
- Texas Class C drivers license



# Job Description



**Job Title: R&B Equipment Operator II**

**Knowledge, Skills & Abilities:**

**Knowledge :**

- Policies, practices, procedures, and methods of assigned function.
- Applicable safety practices and regulations.
- Applicable provisions that reduce operating hazards and enhance safety rules, regulations and precautions.
- Texas Motor Vehicle Code and other codes, laws, and statutes relating to the given position.
- Light equipment and tools used in road and right-of-way maintenance.

**Skills:**

- Operating grounds maintenance equipment safely.
- Both verbal and written communication, including conveying and following instructions and providing information to the public.
- Work independently and efficiently.
- Applying proper and applicable safety practices, procedures and regulations.
- Working with other, including working as a team member.

**Abilities:**

- Safely and correctly apply road construction and maintenance techniques.
- Understand and follow instructions and communicate effectively, as required.
- Manage time well and meet timelines.
- Establish and maintain effective working relationships with County employees and officials, representatives of outside agencies, and the general public.
- Demonstrate regular and reliable attendance.

**Physical/Environmental Requirements and Other Information:**

Physical requirements include the ability to lift/carry up to 50 pounds, visual acuity, speech and hearing, hand and eye coordination, and manual dexterity. Subject to standing, sitting, walking, climbing stairs, bending, stooping, crouching, kneeling, pushing, pulling, reaching, twisting, balancing, repetitive motion, driving, client/customer contact, and squatting to perform the essential functions. Subject to extreme temperatures, outside elements, noise, vibration, contact with dust, fumes and hazardous chemicals, foul odors, animal and human fecal matter, insects, and rodents. Requires the use of Personal Protective Equipment as required by job circumstances. May work weekends, holidays, and 24/7 standby. As members of the County Emergency Response System, all County employees are designated as Disaster Service Workers during a proclaimed emergency, workers may be required to train on emergency response and perform certain emergency services at the direction of their supervisor.

**(YOUR COUNTY NAME)** employees play an essential role in business continuity. As such, employees may be assigned to business continuity efforts outside of typical job functions.