

## Town Road Crew/Maintenance Worker Job Description

**General statement of Duties:** Performance in a variety of tasks involving construction, maintenance and repairs to the Municipal town roads, streets, culverts, storm sewers, facilities and equipment, parks and building maintenance.

**Job Description:** This Employee would perform manual tasks in the maintenance, construction and repair of town roads, streets and right-of-ways. The Road and Street Maintenance Worker may operate a truck, street sweeper, plow, steamer, heavy equipment, hand tools, motorized equipment, mowers, tractors and various other equipment. Assignments are supervised and outlined by the Town Board Chairperson who will delegate duties and inspect the progress of work completed, in conformance with established standards and specifications, safety and economy of operations. Employees in this position are expected to exercise some judgment in work methods and planning detail.

**Examples of Work: (The following duties are normal for this operation. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned).**

1. Drive trucks, haul and stockpile dirt, gravel & salt, blacktop and fill for road and street construction repairs;
2. Patch roads and streets with hot and cold blacktop mix, resurface roads, grading roads, rolling roads, graveling roads;
3. Check culverts and shoulders/Beaver Dam removal: clean and flush storm sewers and culverts;
4. Erect road signs in accordance with state requirements, install, repair and make new signs as necessary;
5. Operate power equipment including attachments, maintain and repair equipment in good operating condition;
6. Perform carpentry and masonry work in constructing and repairing streets, roads, sidewalks, curbs, catch basins and manholes;
7. Plow snow/remove snow/grading, salt and sand town roads, as well as municipal parking lots/Ball Park/Transfer Site;
8. Pick up trash and debris, clean catch basins and remove leaves;
9. Paint streets, buildings, equipment, repair town docks;
10. Perform shop work, welding and carpentry work on town property;
11. Operate chain saw, removal and hauling of trees, brush and stumps. Mowing, brushing and clearing right-of-ways;
12. Answer emergency calls and explain situations in public if necessary;
13. Erect and remove barricades as required;
14. Does related work as required, Fire Department coordination and aid if necessary; skating rink flooding, Christmas decorations/banners, ballpark and Firehouse Fifty;
15. Town Hall repairs, maintenance, snow shoveling/plowing and salt application as needed;
16. Other duties as assigned by Town Chairperson, Town Board or Road Foreman

### Qualifications

- Knowledge of general maintenance, construction, tools and equipment;
- Knowledge of the occupational hazards involved and the safety precautions necessary in performing maintenance, construction and repair work;
- Knowledge of the methods, materials, tools and practice in at least one of the building trades and of street and road maintenance repair;
- Ability to perform the specialized semi-skilled maintenance and repair;
- Ability to perform strenuous work, including heavy lifting;
- Anticipate on call and respond to weather emergency events requiring road maintenance under adverse weather conditions;
- Ability to operate heavy construction and related equipment;
- Ability to carry out oral and written instructions;
- Possession of a valid Wisconsin CDL driver's license (Class A Preferred);
- Participation required in random drug and alcohol testing;
- Willing to work outside of normal work hours which are 6:00 a.m. – 2:30 p.m. Monday - Friday