



Josephine County, Oregon

Human Resources Office

Josephine County Courthouse
500 NW 6th Street Dept 11 / Grants Pass OR 97526
(541) 474-5217 / FAX (541) 474-5218 / TTY (800) 735-2900

POSITION DESCRIPTION

Job Title: Road Worker II
Department: Public Works
FLSA Status: Non-Exempt
WC Code: 5506
Effective Date: January 1, 2000
Last Revised: September 9, 2019
Pay Grade: O20
Union: SEIU

SUMMARY

Performs semi-skilled tasks, sometimes requiring heavy labor, and/or operates light and medium duty vehicles and equipment to contribute to the construction, repair, and maintenance of roads, bridges, and other public works under the county's jurisdiction. Working under direction supervision from employees of higher classification, the position performs a variety of tasks requiring some manual skill and/or the operation of relatively simple light and medium duty equipment to assist in construction, repair, and/or maintenance of roads, bridges, sewers, culverts, or any other physical facilities developed, operated and maintained by the Department of Public Works. The training period for the mix of skills and equipment used in a particular individual's area of assignment generally does not exceed one year. Work is normally performed according to well-established procedures and methods. Employees of higher classification provide close guidance in accomplishing work involving usual problems or use of unfamiliar equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Illustrative Only. Any single position in this classification will not necessarily involve all of the listed duties below and other positions will involve duties which are not listed. These duties represent the essential functions needed of persons in this classification.)

1. Performs a variety of specialized activities associated with road working and bridge construction such as the fabrication and installation of traffic signs; operating asphalt kettle to provide proper pressure, temperature, and circulation; rigging scaffolding for bridge work; basic bridge carpentry, steel work, and cement work, and guardrail repair and installation.
2. Operates a variety of light and medium duty equipment and machinery, usually requiring some training and coordination to operate safely and effectively. These may include hand and power tools, chain saws, pumps and jackhammers, chippers, light loaders, and light tractors. Performs minor maintenance and repair on equipment and machinery.
3. Assists in the operation of vac-all trucks, spray trucks, oil distribution trucks, and other multi-person machinery equipment, fulfilling a specific role according to supervisory instruction.
4. Drives and operates light to medium duty vehicles/equipment to transport materials and/or equipment to and from work sites.
5. May occasionally lead small crews, performing general road maintenance work.

It is every employee's responsibility to be actively involved in creating a safe work environment. Employees at all levels are accountable for their own safety and for appropriately correcting or reporting any observed hazards. This means that employees are required to:

1. Report all accidents/incidents immediately to their supervisor
2. Wear the required personal protective equipment in accordance with written department policy. There are no exceptions.
3. Report hazardous/unsafe conditions or other safety and health concerns to their supervisor immediately.
4. Participate in safety committee activities, in support of safety committee membership.
5. Take personal responsibility to become adequately trained and educated in proper and safe work practices and procedures, and safety policies and rules.
6. Obey all safety and health regulations as stated in Public Works Policies and Work Rules.
7. Attend all required safety training.

SUPERVISORY RESPONSIBILITIES

This position has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Requires basic to intermediate knowledge of road and bridge construction and maintenance methods, techniques and procedures. Skill in operating the light to medium duty vehicles/equipment and machinery used in performance of assigned duties. Working knowledge of the maintenance and minor repair of this equipment and machinery. Must be able to follow written and oral instructions and complete detailed logs and records of works. Must be capable of teamwork with other employees. During inclement weather such as high wind, floods, rain, or snow and/or during emergency situations, individual must be willing to perform the necessary job/tasks as directed, with available equipment, during whatever shift or hours necessary.

EDUCATION AND EXPERIENCE

High school diploma or equivalent and one (1) to two (2) years' experience and or training in the methods and equipment used in road and bridge maintenance, repair, and construction; or equivalent combination of education and experience, Must have considerable knowledge of sound safety practices and procedures for all tools, machinery, materials, and methods used in the line of work.

JOB IMPACT

The consequences of errors would result in financial loss and possible litigation to the County due to errors in inappropriate safety considerations, and/or lack of following County, Department, and Program protocols.

JOB CONTACTS

Occasional contacts are made with the general public.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITIES

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Requires possession of or ability to obtain a valid Oregon Class A Commercial Driver License (CDL) with necessary endorsements. Requirement of Oregon Class A CDL within one (1) year of promotion to Road Worker II; safe driving record. Possession of or ability to obtain certification for First Aid/CPR, "First Responder Awareness" Training, and Traffic Control. Ability to obtain certification for state licensing for application of herbicides. This position is subject to the Federal Motor Carrier Safety Administration (FMCSA) rules and regulations including random drug and alcohol testing.

As a condition of continued employment, incumbents are required to comply with DOT drug and alcohol program testing requirements and all associated County policies.

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 the essential functions. While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. Work is performed in the field and requires working in all types of weather conditions and various types of terrain and situations including steep slopes, rocky, and moderate to heavily vegetated areas. The employee is frequently exposed to vibration. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; and risk of electrical shock. The noise level in the work environment is usually loud to very loud.

BACKGROUND INVESTIGATION

Those employed in this position may be subject to a background investigation including criminal background investigation and a DOT physical, drug screen, and functional capacity evaluation. Conviction of a crime will not necessarily disqualify an individual for this classification.

PHYSICAL REQUIREMENTS

The physical requirements outlined are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must be in excellent physical condition and health with sufficient strength and stamina to perform manual labor for extended periods under uncomfortable conditions and in all types of weather.

JOB ANALYSIS – Physical Job Requirements

Josephine County Public Works Roadworker 1-5

MATERIALS HANDLING	Essential for job	Frequency of Activity	Comments	EFFORT		LEGEND:					
				Sustained	Repetitive	Essential (Ess): Essential for job. Frequency (Freq): Based upon 1 hour of work or a % of day					
Lifting 0-10# from floor to full extension	X	Occ-freq	Items vary depending on project	5 sec to 1 min	X	Freq.	% of day		# of times per hour		Min. per hour
Lifting 11-25# from floor to overhead.	X	Occ –Freq	Supplies, equipment, tools, etc...	5 sec to 1 min	X	Rare	1%	or	1x	or	6-12 min/hr
Lifting: from floor to overhead 26-50# or 75#	X	Rare-Occ	Heavy items usually require 2 + workers	Up to ave 10sec.		Occasionally	2-33%	or	Up to 20x	or	Up to 20 min/hr
Carrying 0-10# up to 50 feet	X	Occ	Items vary depending on project	Up to 30 sec.		Frequently	34-66%	or	21-120x	or	Up to 40 min/hr
Carrying 11-25# up to 50 feet	X	Occ	Supplies, equipment, tools, etc...	Up to 30 sec.		Constantly	67+%	or	>120x	or	>40 min/hr
Carrying 26-50# or 75 5-20 feet	X	Rare –Occ	Heavy items usually require 2 + workers	Up to 10 sec		Effort: List actual measurement in seconds or minutes per event.					
Pushing up to 60# of force, up to 50 feet	X	Rare-Occ	Equipment or when using hand tools	Up to 1 min	Pneumatic tool use	Weight/Force: Actual weight or force, measured in foot/lbs.					
Pulling 60# of force, up to 50 feet	X	Occ	Carts, equipment	Up to 30 sec.		ENVIRONMENTAL FACTORS					
Reaching: above shoulder full extension	X	Freq	Overhead work	Up to 1 minute	Up to 120 x in one hour	Time Spent:	Outside <input checked="" type="checkbox"/>		Inside <input checked="" type="checkbox"/>		Comments: all environments
Reaching: At or below shoulder: shoulder to ground	X	Freq		Up to 1 minute	Up to 120x in one hour	Temperature:	Normal <input checked="" type="checkbox"/> Heat <input checked="" type="checkbox"/>		Temp Change <input checked="" type="checkbox"/> Cold <input checked="" type="checkbox"/>		Comments: All weather conditions
Grasp/Power grip:	X	Freq	Pneumatic tools	Up to 1 min		Humidity:	Normal <input checked="" type="checkbox"/>		Wet/ <input checked="" type="checkbox"/>		Dry <input checked="" type="checkbox"/>
Pinch:	X	Freq	Using tools or supplies	Up to 1 min		Atmosphere:	Dust <input checked="" type="checkbox"/> Odor <input checked="" type="checkbox"/>		Fumes <input checked="" type="checkbox"/>		Gas <input type="checkbox"/>
Fine Manipulation/ Dexterity:	X	Freq				Hazards:	Mechanical <input checked="" type="checkbox"/>		Electrical <input checked="" type="checkbox"/>		Burns <input type="checkbox"/>
POSITIONAL ACTIVITIES	Essential for job	Frequency of Activity	Comments	Sustained	Repetitive	PPE Req.:	Ear Plugs <input checked="" type="checkbox"/> Footwear <input checked="" type="checkbox"/>		Safety Glasses <input checked="" type="checkbox"/> Gloves <input checked="" type="checkbox"/>		Coveralls <input type="checkbox"/> Other:
Balance	X	Occ	Elevated work – bucket lift or ladder	X		Surfaces:	Slippery <input checked="" type="checkbox"/>		Uneven <input checked="" type="checkbox"/>		Other:
Bend	X	Freq		X	X	Sustained Vibration:	# of min: up to 5 minutes		Intensity: Moderate to High		Comments: Using pneumatic tools
Kneel	X	Occ-Freq		X		ASANTE WORK PERFORMANCE CENTER					
Crawl	X	Occ		X		781 Black Oak Drive, Suite 102, Medford OR 97504					
Climbing ladder/stairs	X	Occ-Freq		X	X	Phone (541) 608-4707 FAX (541) 608-5938					
Walking/Standing	X	Const		X		Sensory Req.	Ess.	Freq.	Sensory Req.	Ess.	Freq.
Sitting, Sustained	X	Rare				Speaking	X	Freq	Touch	X	Freq
Foot Controls	X	Occ	Operating equip/Hyster		X	Hearing	X	Freq	Taste		
Upper Extremity:						Vision	X	Freq	Smell		
Reaching behind body	X	Freq	Access tool belt		X	Color Discrimination			Balance	X	Const
Repetitive front to side arm movement	X	Occ	Specific to job responsibilities			PDC Level Comments: Heavy					
Awkward wrist motions	X	Occ-Freq	Tool use, placing	X		Worker should be able to lift 75# infrequently and 35# frequently. This is a physically demanding job.					
Impact to palm/hand	X	Occ	Pneumatic tool use shovel		X	Therapist: Jared K. Hill, MOT, OTR/L Date: 07/02/04					