



## JOB SUMMARY

This position operates grounds maintenance equipment in the maintenance of county rights-of-way.

## MAJOR DUTIES

- Maintains county rights-of-way, including mowing, tree pruning and removal, etc.
- Supervises the work of inmates in the installation of road signs, the repair and patching of asphalt, etc.
- Installs traffic control devices and directs the flagging of traffic.
- Maintains the proper drainage of culverts and cross drains to include erosion control.
- Maintains and repairs equipment, reports equipment repair needs to supervisor.
- Participates in storm damage response.
- Loads equipment using a backhoe.
- Performs related duties.

## KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of right-of-way maintenance and repair principles.
- Knowledge of work safety principles and guidelines.
- Knowledge of equipment operation, repair, and maintenance principles.
- Skill in directing the work of inmates.
- Skill in the operation of mowers and other grounds maintenance equipment.
- Skill in the use of hand and power tools.
- Skills in oral and written communication.

## SUPERVISORY CONTROLS

The Public Works Director assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and establishes procedures, accuracy, and the nature and propriety of the final results.

## GUIDELINES

Guidelines include OSHA regulations, Georgia Department of Transportation regulations, state and federal environmental regulations, guidelines related to the supervision of inmate workers, and county and department policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

### COMPLEXITY/SCOPE OF WORK

- The work consists of related equipment operation and right-of-way maintenance duties. Inclement weather and heavy traffic contribute to the complexity of the position.
- The purpose of this position is to operate equipment in the maintenance of rights-of-way. Success in this position contributes to well-maintained county rights-of-way.

### CONTACTS

- Contacts are typically with other county employees and members of the general public.
- Contacts are typically to provide services, to give or exchange information, to motivate or influence persons, or to resolve problems.

### PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, stooping, walking, bending, or crouching. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, and irritating chemicals. Work requires the use of protective devices such as masks, goggles, gloves, etc.

### SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

### MINIMUM QUALIFICATIONS

- High school diploma or equivalent required; and
- More than one year of related experience required; or
- Any equivalent combination of education, experience and training which provides the knowledge, skills, and abilities to perform the work.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.