

## Oconto County - Job Description

**Job Title:** Highway Operator 1  
**Position #:** 30101  
**Department:** Highway  
**Reports To:** Patrol Superintendent  
**Pay Classification:** Grade G  
**FLSA Status:** Nonexempt  
**Work Comp Code:** 9413  
**EEO Code:** 02-08  
**Approved Date:** 08/05/2014

### SUMMARY

This position is responsible for operating heavy equipment in a safe and appropriate manner. Heavy equipment may include but not limited to trucks, front-end loaders, track hoe, dozers, graders, compactors, snowplows and other pieces of equipment.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following, but are not limited to:

Operates heavy duty equipment on a very limited basis to include, but not limited to, track hoe, loader, grader, roller, scale, bulldozer, scraper and crusher in a variety of duties, including snowplowing, and mowing/brush operations.

Observes, reports and repairs damaged or missing highway department signs from highways and roads within the county.

Cleans, maintains and secure all equipment as directed by policies and procedures.

Complete highway maintenance duties to include snow removal, mowing/ brush removal operations, filling pot holes, repair and erect guard rails, repair bridges and maintain shoulders, haul & place asphalt and aggregates.

Interact with residents and members of the public in a courteous and respectful manner. This includes receiving complaints about schedules and levels and quality of service and must make note of and report on any such complaints and respond in a courteous and respectful manner.

Completes other highway maintenance duties as directed.

### SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

### SUPERVISION RECEIVED

Employee receives guidance and oversight by supervisors on a regular basis, works alone on routine matters.

### QUALIFICATIONS

High school diploma or general education degree (GED); and one to two years related experience and/or training; or equivalent combination of education and experience.

Knowledge of proper operation and routine maintenance of heavy duty equipment which could be gained in 1 to 2 years of practical work experience in a highway maintenance environment.

Know and observe State speed and weight limit regulations and highway laws.

Knowledge of geographic locations of highways, roads, and townships within Oconto County.

### **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. Ability to speak effectively before groups of customers or employees of organization.

### **MATHEMATICAL SKILLS**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

### **REASONING ABILITY**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### **CONFIDENTIALITY**

None

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Commercial Driver's License, with all county required endorsements.

### **MATERIALS AND EQUIPMENT USED**

Any and all county highway equipment and tools as instructed by supervisor to perform job duties.

### **PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and taste or smell. The employee is occasionally required to stand; walk; and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. During snow removal duties require the ability to work excessive hours under hazardous weather & traffic conditions.

### **WORK ENVIRONMENT**

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; outside weather conditions; risk of electrical shock; and vibration. The employee is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually loud.

### **DISCLAIMER**

The above statements are intended to describe the general nature of the job. They are not intended to be an exhaustive list of specific responsibilities, duties and skills required by personnel so classified.

*Oconto County is an Equal Opportunity and Affirmative Action Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*