



Motor Grader Operator

Road and Bridge

RB/15
Pay Grade: 12

JOB SUMMARY

This position is responsible for operating a motor grader in the maintenance of county roadways.

MAJOR DUTIES

- Performs daily check of tires and fluid levels on equipment; performs minor repairs and maintenance as needed.
- Operates a motor grader to maintain roads and ditches; levels and widens roads.
- Operates a backhoe and other equipment as needed.
- Clears bridges of accumulated debris.
- Installs cones and traffic control devices.
- Fills in wash-outs.
- Assists paving crews in laying asphalt.
- Responds to after-hours emergencies.
- Performs related duties, as assigned by supervisor.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of county policies and procedures pertaining to road and bridge maintenance and repair.
- Knowledge of techniques for achieving grade, drainage, and proper compaction.
- Knowledge of road construction and maintenance techniques.
- Knowledge of departmental and safety rules and regulations.
- Skill in operating a motor grader.
- Skill in establishing safe work zones.

- Skill in the maintenance and repair of a variety of tools and equipment.
- Skill in oral and written communication.
- Ability to communicate in English and Spanish.

SUPERVISORY CONTROLS

The Road and Bridge Supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include county and departmental policies and procedures and supervisory instructions. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related motor grader operation duties. Inclement weather, dangerous field conditions, and heavy traffic contribute to the complexity of the work.
- The purpose of this position is to operate a motor grader to construct and maintain county roads. Successful performance helps ensure safe and serviceable roads.

CONTACTS

- Contacts are typically with co-workers and the general public.
- Contacts are typically to give and exchange information and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting, standing, walking, bending, crouching, or stooping. The employee must use tools or equipment requiring a high degree of dexterity.
- The work is typically performed outdoors. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, and inclement weather. The work requires the use of protective devices such as masks, goggles, or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

- Must possess a valid and current Texas driver's license for the type of vehicles or equipment operated.
- Drug and Alcohol Policy applies to this job. Pre-employment drug/alcohol testing, Motor Vehicle Record (MVR) and criminal background checks are required.
- This position *is covered* by Civil Service; therefore, is subject to the Civil Service Rules and Regulations in addition to all other Webb County policies.

MINIMUM QUALIFICATIONS

- Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, usually associated with five years experience or service.
- Must have a high school diploma or GED from an accredited institution.

ACKNOWLEDGEMENT

The undersigned have read, discussed and understand the full meaning of this job description and agree to abide by all terms and conditions herein expressed or implied.

Employee's Signature

Print Name

Date

Supervisor's Signature

Print Name

Date