



Position Title: CDL Truck Driver/General Laborer

Supervisor: Road Department Assistant Foreman

Supervises: N/A

Work Hours: This position typically works a 40-hour work week. Normal work hours are 7:00am – 5:30pm Monday through Thursday with a half-hour lunch. Additional work hours may be required. Position is subject to emergency call back status in the event of an emergency response need.

Position Summary: This position requires the responsible operation of all trucks and equipment used by the road department, including but not limited to; chain saws, weed eaters, generators, mowers, hand tools, chippers, pickups, dump trucks. This position is also required to perform any duties assigned by supervision.

Applicants must possess a valid Class B CDL license, an up-to-date medical card and a good driving record.

Essential Duties, including but not limited to:

- Responsible operation of all county owned vehicles and equipment
- All general labor delegated by Assistant Foreman pertaining to the repair and maintenance of any county owned property
- Employee will be responsible for designated snow route for snow removal and must be available when snow events occur
- Begin work at 7 am and end day at 5:30pm every workday, unless otherwise scheduled with supervisor or when called in
- Take a half-hour lunch; and
- Other duties as assigned.

Knowledge: Be able to efficiently operate or be willing to learn to operate all county owned vehicles and equipment.

Skills: Individual must establish and maintain effective working relationships with other employees and the general public

Education/Experience: Any combination and experience equivalent to a High School Diploma and prior experience in operating trucks and equipment.

Additional Requirements: Valid Class B CDL License, up to date medical card and a good driving record.

General Physical Requirements (Based on average workday essential functions)

Please check ONE description of general physical requirements that best represents the job duty requirements of the position:



- A. Sedentary work:** May be required to exert a nominal amount of force to lift, up to, 10 pounds and/or a negligible amount of force frequently to lift, carry, push, pull or otherwise move objects. Sedentary work consists of spending most of the time sitting; walking/standing are only required occasionally on a situational basis.
- B. Light-Work/Light-Duty:** Exerting up to 20 pounds of force occasionally and/or a negligible amount of force constantly to move objects. If the exertion of force required by the job duties exceeds that of Sedentary Work and the worker still spends most of their time seated, the job is characterized as light-work/light-duty.
- C. Medium-Duty:** May be required to exert up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently. On a more regular basis, the worker may be required to constantly exert up to 10 pounds of force to move objects.
- D. Heavy-duty:** May be required to exert up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently. On a more regular basis, the worker may be required to exert up to 20 pounds of force constantly to move objects.
- E. Very Heavy-Duty:** May be required to exert more than 100 pounds of force occasionally, and/or in excess of 50 pounds constantly to move objects.

Use the following checklists to analyze the demands of the particular job listed at the top of the page. In order to assess the extent to which an activity is required in the job, rate each activity on a scale of 1-5. Place the score in each designated blank next to the activity. Refer to the rating scale provided below as a guide to correctly filling out the checklist.

Rating Scale:

1	2 (Minor)	3 (Moderate)	4 (Moderately-High)	5 (Major)
Activity or condition is rarely present, if at all.	Activity or condition is a minor requirement that exists less than 25% of work time.	Activity or condition exists on a more frequent basis between 25%-50% of work time.	Activity or condition exists very frequently and constitutes a significant portion of the job. Exceeds 50% of your worktime.	Activity or condition is a major work function and is constantly required or present on a daily basis and exceeds 75% of your work time.



Physical Demand (based on average workday)

	<u>Rate</u>		
Standing	<u>4</u>	Working above shoulder/chest level	<u>3</u>
Walking	<u>4</u>	Working below waist level	<u>3</u>
Sitting	<u>3</u>	Repetitive gripping (full hand)	<u>3</u>
		Turning/Twisting	<u>3</u>
Lifting	<u>3</u>	Bending at the waist	<u>3</u>
Carrying	<u>3</u>	Kneeling/crouching	<u>3</u>
Pushing/Pulling	<u>3</u>	Typing/Keyboard	<u>3</u>
		Handwriting	<u>3</u>
Stairs	<u>3</u>	Telephone Use	<u>3</u>
Ladders	<u>3</u>	Other _____ %	<u> </u>

Comments:

Completed by: Melissa Settle Date: 5-21-21