



# Bastrop County Job Posting

804 Pecan Street, Bastrop TX 78602

(512) 581-7120

*An Equal Opportunity Employer*

<b>Title:</b>  <b>Road and Bridge Worker – I</b>	<b>Opening Date:</b>  <b>August 22, 2023</b>	<b>Application Deadline:</b>  <b>Open until filled</b>	<b>Job Posting Number:</b>  <b>230815</b>
<b>Department:</b>  <b>Precinct 2</b>	<b>Starting Rate of Pay:</b>  <b>\$18.00-\$22.00 Hourly</b>	<b>Location:</b>  <b>Smithville, Texas</b>	<b>Travel:</b>  <b>N/A</b>

## **INTERNAL/EXTERNAL JOB POSTING**

**Brief Job Description:** Under the supervision of the Road & Bridge Foreman and Commissioner of applicable Precinct, this position performs tasks associated with road and bridge maintenance and construction, including the operation, maintenance, and repair of tools, machinery & construction equipment. Duties also include a variety of potentially heavy manual labor activities including loading, hauling, digging, shoveling, climbing, and other minor maintenance activities

**General Knowledge, Skills, and Abilities:** Must possess knowledge of the principles and practices of road construction, and of maintaining a safe roadway. Must possess the skills and abilities needed to trim trees, cut brush, and operate equipment associated with such activities. Must have the ability to perform minor maintenance on equipment, lubricate equipment, and operate a variety of equipment associated with street repairs and roadway maintenance. Must possess the ability to work in a safety conscience environment and to always promote and maintain a safe working environment. Must be able to perform heavy manual labor, work independently in the absence of supervision, and understand and follow oral and written instructions. Must possess the ability to establish and maintain effective working relationships with those contacted in the course of the job.

**Minimum Qualifications:** Experience in road maintenance and repair work which includes, operating light equipment such as forklifts, chain saws, brush hogs, maintainers etc. Possession of valid Driver's License. Must possess a high school diploma or equivalent and have a valid Texas driver's license.

**Environmental Conditions:** May work closely with others with exposure to various weather conditions, including extreme heat or severe cold. May be exposed to excessive noise; dirt, and dust; fumes and smoke; electrical hazards; confined or high workplaces; slippery and uneven surfaces; hazards associated with traffic control and working in and near traffic; and inclement weather. May work in and near water including, creeks and ditches; and may work during hours of darkness.

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Bastrop County does not discriminate on the basis of race, color, age, national origin, sex, religion or disability in employment or in its activities. Minorities, Veterans, and Disabled applicants are encouraged to apply.

A Bastrop County Job Application is required, and can be downloaded at: [http://www.co.bastrop.tx.us/uploads/documents/Revised\\_Bastrop\\_County\\_Application\\_fillable\\_version1.pdf](http://www.co.bastrop.tx.us/uploads/documents/Revised_Bastrop_County_Application_fillable_version1.pdf). A resume will be considered, but will not be accepted in lieu of application. Applicants may mail or drop off an application at: Bastrop County, Attn: HR, 804 Pecan Street, Bastrop, Texas 78602, OR email applications to [apply@co.bastrop.tx.us](mailto:apply@co.bastrop.tx.us). Applications postmarked after the closing date will not be accepted. Unless otherwise indicated, regular attendance is an essential job requirement of all positions in the county. This position may require shift work outside the normal business hours and weekends. All positions requiring a degree and/or licensing require proof of degree and/or license. Your application for employment with Bastrop County may subject you to a criminal background check.

**IMPORTANT NOTE TO ALL APPLICANTS:** Only applicants scheduled for interviews will be contacted. If you are scheduled for an interview and require any reasonable accommodation in our interview process, please inform the hiring representative who calls you to schedule your interview. Whenever possible, please give the hiring representative sufficient time to consider and respond to your request. Thank you for considering employment with Bastrop County. Visit our website at: <http://www.co.bastrop.tx.us/site/jobs>.



## **BASTROP COUNTY, TEXAS**

### **Job Description**

**Job Title:** Road & Bridge – Road Worker I / Truck Driver

**Department:** Road & Bridge

**FLSA Status:** Non-Exempt

**Reports To:** Road & Bridge Foreman

**SUMMARY:** Under the supervision of the Road & Bridge Foreman and Commissioner of applicable Precinct, this position performs tasks associated with road and bridge maintenance and construction, including the operation, maintenance, and repair of tools, machinery & construction equipment. Duties also include a variety of potentially heavy manual labor activities including loading, hauling, digging, shoveling, climbing, and other minor maintenance activities.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives close supervision from foreman, Commissioner, or other supervisory staff as directed;  
Exercises no supervision.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Perform construction and maintenance tasks, such as digging, shoveling, raking, repairing potholes, road shoulder and edge-work paving, trimming trees and brush, packing and watering roads, pouring concrete, removing and burying dead animals, loading and unloading trucks, cleaning culverts, and a variety of other minor maintenance activities for the county Road & Bridge Department;
2. Operate construction and maintenance equipment, such as Chainsaws, Mowers, Forklifts, Tractors, Brush hogs, Rollers, Dump Trucks, and other tools, equipment, & machinery for various construction and maintenance operations;
3. Install street barricades and cones prior to the performance of street and road repair activities; direct and control traffic around work sites;
4. Perform preventive and other maintenance on vehicles, equipment, and machinery, including changing and replenishing fluids as required;
5. Inspect, diagnose, locate, and repair mechanical difficulties on County vehicles and equipment which will include a variety of gasoline and diesel powered maintenance and construction equipment;
6. Repair chainsaws, weed eaters, trimmers, blowers, edgers, mowers, pressure washers, and related parts and equipment;

***ESSENTIAL DUTIES, continued***

7. Transport equipment & materials used in the performance of County business from site to site, including:
  - a. Pre-trip inspections per DOT regulations;
  - b. Loading materials & equipment onto the truck;
  - c. Ensuring that load is correctly placed and secured using ropes and chains as necessary, so as to avoid damage to the truck or materials;
  - d. Cover the load with tarpaulin as necessary;
  - e. Unloading materials & equipment from the truck.

**OTHER FUNCTIONS:** Performs other job related duties as directed by supervisor(s).

**NOTE:** The essential functions describe the general nature and level of work being performed by employees holding this position. This is not intended to be a comprehensive listing of all duties and responsibilities required, nor are all duties listed necessarily performed by any one employee so classified.

**MINIMUM QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Knowledge of:**

Principles and practices of road construction and maintenance techniques;  
Principles and practices of maintaining a safe roadway;  
Practices, methods, materials, and tools used in general construction and maintenance work;  
Methods and use of tools & equipment necessary for tasks including brush cutting and tree trimming;  
Operations, functions, and activities of an equipment maintenance program;  
Procedures for preventive maintenance related to automotive, light, and heavy construction equipment;  
Operational characteristics, operation, and care of hydraulic systems and internal combustion engines;  
Operation of and maintenance requirements of heavy trucks and other equipment used to perform essential job functions;  
Requirements for obtaining and maintaining a Texas Commercial Driver's License;  
Traffic laws, ordinances, and rules for operation of equipment and vehicles used in the performance of essential job functions;  
Occupational hazards and standard safety practices.

**Ability to:**

Establish and maintain effective working relationships with those contacted in the course of the job;  
Perform various manual tasks for extended periods of time and in unfavorable weather conditions;  
Perform a variety of skilled and semi-skilled vehicle & equipment repair and maintenance tasks;  
Accurately determine mechanical repair needs and estimate the cost and time required for repairs;  
Read and understand manuals, schematics, and specifications;  
Perform heavy manual labor, including lifting and carrying materials and equipment;  
Maintain a safe driving record;  
Operate equipment required to perform essential job functions;  
Work independently in the absence of supervision;  
Work in a safety-conscious environment and to follow & promote good safety practices;  
Learn, understand, and apply pertinent laws, rules, and regulations;  
Understand and follow verbal and written instructions;  
Communicate clearly and concisely, both verbally and in writing.

### **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Maintain effective audio-visual discrimination and perception needed for:

Making observations, operating assigned equipment, and communicating with others;

Employee must have visual abilities including close vision, distance vision, depth perception, peripheral vision, and the ability to adjust focus.

Effectively handle a work environment and conditions which involve:

Working in high places, Exposure to loud noise, Exposure to various weather conditions,

Working closely with others, Traveling from site to site, Working outside normal business hours and in hours of darkness; Exposure to dust, dirt, fumes, and airborne particles, Exposure to moving mechanical parts, Exposure to electrical hazards; Working in or near water including creeks and ditches.

Maintain physical condition needed to accomplish the performance of assigned duties and responsibilities, which may include:

Walking, sitting or standing for long periods of time, Lifting and carrying heavy materials, Climbing, Performing heavy manual labor, Operating assigned equipment and vehicles;

Crawling, Working on uneven and/or slippery surfaces.

Maintain mental capacity sufficient to accomplish the performance of assigned duties and responsibilities, which may include:

Interpreting schematics, specifications, blueprints, and other materials related to the performance of essential job functions;

Effective interaction and communication with others;

Making sound decisions in a manner consistent with the essential job functions.

### **EXPERIENCE, EDUCATION, and LICENSING:**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### **Experience:**

Minimum of one (1) year experience performing roadway construction and maintenance work involving the operation of construction and maintenance tools, equipment, & machinery.

#### **Education:**

High School diploma, or its equivalent.

#### **Licensing:**

Possession of a valid Texas driver's license.

### **SELECTION GUIDELINES:**

Formal application; rating of education and experience; oral interview; reference and other background checks; job-related tests may be required.

**\*\*\* This position is subject to random and/or reasonable suspicion and/or post-accident testing for drugs and alcohol.**

***This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The employee further understands, and accepts, that this position falls under the provision of an "At Will" employment, and under no circumstances is a contract for employment.***

