

IOWA COUNTY WORKING FOREMAN

JOB SUMMARY:

Under supervision of the Iowa County Engineer and Road Superintendent; to perform and supervise the maintenance and repair of county roads and structures; to act as Acting Road Superintendent when required and to perform related duties as required.

FACILITY AND WORK AREA:

Work Location: Iowa County, Iowa

Office Location: Engineer's Office in Marengo, Iowa.

JOB FUNCTIONS:

Iowa County Secondary Roads supervises all secondary roads within Iowa County, these consist of mostly roads that are; outside city limits, not interstates, and not state highways.

Example of Essential Job Functions:

Assist the County Engineer in maintaining quality roads and bridges within the county to meet Iowa DOT guidelines. The following are a list of duties that are required but not limited to:

- Consult with Road Superintendent daily on work to be done.
- Act as Road Superintendent and perform related duties when required.
- Assign Duties and coordinate with workers so construction is efficient as possible.
 - Includes gathering materials / moving equipment at beginning or end of day.
- Participates in the Construction, Maintenance, and Repair of roads & bridges.
- Operate all pieces of Equipment.
- Project Inspection & Maintain Operating Records.
- Perform One-Calls and coordinate with Utilities.
- Haul Rock & Pour Concrete & Cut Brush.
- Keep site, tools, & equipment clean and orderly.
- Perform routine maintenance on equipment.
- Assist with snow removal when needed.
- May be required to work after hours during snow and emergency events.

Entry Requirements:

Must be able to operate the following equipment: Truck, Semi, Tractor, Bulldozer, Grader, Backhoe, Mini Backhoe, and Endloaders.

Ability to understand and carry out oral and written instructions; ability to interpret regulations; ability to work within prescribed standards and specifications; ability to perform moderate manual labor for extended period under adverse weather conditions; ability to perform basic carpentry and paintings duties; ability to maintains records; ability to work with computers (ie, Internet, Excel, Word, Iowa Co. GIS).

Five years of experience in highway maintenance or construction work or equivalent experience which provide the required skills and abilities.

Valid CDL is required. Class B is acceptable, Class A is preferred.

Other Job Functions:

Physical Characteristics of the Job: This position can be classified as Very Heavy Work requiring exertion of up to one hundred (100) pounds of force occasionally. The successful candidate will need a physician's release regarding the Essential Job Function Analysis Form below.

Essential Job Function Analysis Form:

Physical Demands: "X" indicates the amount of time the employee spends performing job functions:											
None = 0%		Seldom = Up to ½ hr.			Occasionally = Up to 3 hrs.						
		Frequently = 3 - 6 hrs			Constantly = 6 - 8+ hrs.						
	<u>N</u>	<u>S</u>	<u>O</u>	<u>F</u>	<u>C</u>		<u>N</u>	<u>S</u>	<u>O</u>	<u>F</u>	<u>C</u>
BODY POSITIONS						ENVIROMENTAL					
Standing				X		Dust					X
Sitting, while operating					X	Noise				X	
Walking, short distances				X		Vibrations, bouncing/jarring					X
Kneeling			X			Chemical Agents			X		
MOVEMENTS						Biological Agents			X		
Bending / Stooping				X		Excessive Heat					X
Twisting				X		Excessive Cold					X
Crawling		X				Slippery Surfaces					X
Squatting		X				Sharp Objects					X
Balancing, while in/out of Truck				X		High Traffic Areas					X
Reaching Overhead				X		JOB SPECIFIC					
Reaching Forward				X		Indoors 10% Maint. Activities				X	
Climbing – on/off Equipment					X	Outdoors 90% Operating Truck					X
Neck Flexion / Extension				X		Driving Equipment					X
USE OF HANDS						Power Tools / Equipment				X	
Grasping / Handing					X	Heavy Labor				X	
Powerful Grasp				X		Sight / Hearing / Speech					X
Fine Manipulation, using tools				X		Other	X				
Keyboarding		X				Other	X				
LIFT / CARRY						PUSH / PULL					
0 - 10 lbs.					X	0 - 10 lbs.					X
11 – 25 lbs					X	11 – 25 lbs					X
26 – 50 lbs				X		26 – 50 lbs				X	
51 – 75 lbs			X			51 – 75 lbs			X		
76 – 100 lbs			X			76 – 100 lbs			X		
Over 100 lbs		X				Over 100 lbs		X			

Environmental Conditions: The work is performed both inside and outside and includes seasonal exposure to cold and heat. The worker is exposed to darkness and poor lighting, fumes/odors, isolation, moving machinery, noise, visual strain, and working on uneven grounds. Also, the work may expose the employee to significant work pace pressure, and irregular hours.

Visual Requirements: Employees must meet and maintain visual requirements to obtain a Driver's License from the State of Iowa.

Iowa County retains the authority to change the job duties included in this job description at any time. The list of duties is not exhaustive and various requirements are subject to possible modification as a reasonable accommodation for a qualified individual.

Other:

Must be Legal U.S. Citizen, have valid Driver's License, clean driving record.

Position will be based out of: Negotiable

Regular Hours are: 7:00 am to 3:30 pm Monday thru Friday.

Job Classification Pay: \$29.33 / hr