

## **Town of Crescent Job Description**

**Job Title:** Highway Maintenance Worker  
**Department:** Highway  
**Reports To:** Lead Worker

**SUMMARY** Performs a variety of semiskilled tasks in the maintenance and repair of town roads, right-of-ways, facilities, and equipment. Standard procedures are followed and work is inspected by the lead worker or Town Supervisor.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Patrols assigned sections of town roads maintaining road surfaces through patching, paving, picking up debris and trash.
- Maintains shoulders of town roads by trimming trees, mowing grass, and cutting brush.
- Plows snow, sands, and salts town roads.
- Assists in erecting and maintaining signs and guardrails on town roads.
- Performs routine maintenance on equipment used.
- Maintenance of town buildings and property
- Any other duty as assigned.

**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 road work maintenance, repair, tools, and equipment.
- Ability to perform routine mechanical maintenance functions and welding knowledge a plus.
- Good far, near, and night vision.
- Good hearing and perception of sound.
- Ability to work under extreme hot, cold, and wet conditions.
- Ability to operate hand tools, front end loader, snow plow, small gas powered equipment, trucks, and automobiles.
- Must be knowledgeable of and follow all safety precautions.
- Ability to prepare and maintain accurate and complete records and reports.
- Ability to work independently.
- Ability to respond to residents in a respectful, appropriate manner.

### **EDUCATION and/or EXPERIENCE**

High School degree.

### **LANGUAGE SKILLS**

Ability to communicate both orally and in writing.

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

Valid Wisconsin Driver's License

CDL License with Class B, C, and D with Air Brake Endorsement mandatory at time of hire.