Cache County

Job Description

**Title:** Seasonal Laborer I, II, III **Code:**

**Division:**  Road **Effective Date:**  01/2020

**Department:** Public Works **Last Revised:** 03/2023

GENERAL PURPOSE

Performs traffic control duties and assists in maintaining County roads in accordance with all safety regulations and County procedures.

SUPERVISION RECEIVED

Works under the general supervision of the Road Foreman.

SUPERVISION EXERCISED

None

ESSENTIAL FUNCTIONS

***Seasonal Laborer I***

* Operates pickups and flatbed trucks (not requiring a commercial driver’s license), and miscellaneous hand tools in accordance with all safety regulations and procedures; conducts routine equipment maintenance and daily equipment inspections according to County standards.
* Perform basic road repair and maintenance tasks; reports safety hazards and traffic problems.
* Performs manual labor assignments as needed such as pothole patching, crack sealing, chipping and paving operations, and other road maintenance tasks.
* Does facility housekeeping and maintenance.
* Reports and maintains daily work records.
* Performs other duties as required.

***Seasonal Laborer II***

* Operates pickups and flatbed trucks (not requiring a commercial driver’s license), and miscellaneous hand tools in accordance with all safety regulations and procedures; conducts routine equipment maintenance and daily equipment inspections according to County standards.
* Perform basic road repair and maintenance tasks; reports safety hazards and traffic problems.
* Performs manual labor assignments as needed such as pothole patching, crack sealing, chipping and paving operations, and other road maintenance tasks.
* Performs traffic control and flagging activities as needed; follows safety rules and regulations on all work zone and flagging sites, including placing signs, barricades, traffic cones, and other warning devices; specific duties may vary according to job assignment.
* Does facility housekeeping and maintenance.
* Reports and maintains daily work records.
* Performs other duties as required.

***Seasonal Laborer III***

* Operates trucks requiring a CDL (Class B), and miscellaneous hand tools in accordance with all safety regulations and procedures; conducts routine equipment maintenance and daily equipment inspections according to County standards.
* Perform basic road repair and maintenance tasks; reports safety hazards and traffic problems.
* Does facility housekeeping and maintenance.
* Reports and maintains daily work records.
* Performs other duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

* High School Diploma or equivalent

1. Required Knowledge, Skills and Abilities:

* Practice positive working relationships and collaboration with fellow employees, other departments and agencies, and the public.
* Be accountable to the department and fellow employees; valuing integrity, open communication, and professionalism in all interactions.
* Assist individuals and teams with creative problem solving and work product.
* Effectively follow and utilize verbal and written communication.
* Demonstrates commitment to team results and team effectiveness.
* Exercise initiative, independent judgment, and act resourcefully under varying conditions.
* Seek out methods to improve department processes.
* Responsible for independent work output with supervisory guidance and review.
* Positively influence and support others in achieving goals.
* Maintain a daily schedule with ability to modify minor changes when needed.
* Performs duties with due regard for personal safety and that of other employees and the public.

1. Special Qualifications:

***Seasonal Laborer I***

* Must possess a valid Driver’s License.
* Must have a clean driving record with no DUIs or reckless driving offenses in the last 5 years and no more than 2 moving violations in the last 2 years.
* Must be able to comply with applicable county and departmental policies and safety standards.
* Must be willing to maintain a flexible working schedule, and occasionally work weekends and shifts.

***Seasonal Laborer II***

* Must possess a valid Driver’s License.
* Must be at least 18 years old.
* Must be willing to obtain Flagger Certification.
* Must have a clean driving record with no DUIs or reckless driving offenses in the last 5 years and no more than 2 moving violations in the last 2 years.
* Must be able to comply with applicable county and departmental policies and safety standards.
* Must be willing to maintain a flexible working schedule, and occasionally work weekends and shifts.

***Seasonal Laborer III***

* Must possess a valid Commercial Driver’s License (Class B); Class A CDL, a plus.
* Must have a clean driving record with no DUIs or reckless driving offenses in the last 5 years and no more than 2 moving violations in the last 2 years.
* Must be able to comply with applicable county and departmental policies and safety standards.
* Must be willing to maintain a flexible working schedule, and occasionally work weekends and shifts.

1. Work Environment:

Incumbent of the position performs work primarily outdoors at construction sites, maintenance facilities and outside environments with exposure to inclement weather. Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, pushing and pulling, bending and stooping, twisting, turning, and kneeling; able to climb into and on to light to heavy equipment and vehicles; may be required to lift weights exceeding 50 pounds on occasion. Aspects of the work require talking, hearing and seeing. Common eye, hand, finger, leg and foot dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and some creative problem solving.