



DAWSON COUNTY GOVERNMENT  
25 Justice Way, Suite 2233  
Dawsonville, GA 30534  
(706) 344-3501

## **OPERATOR I**

### **DAWSON COUNTY PUBLIC WORKS - ROADS**

Full-Time/Hourly/Non-Exempt

## **JOB SUMMARY**

This position assists with the construction and maintenance of county roads and drainage systems. Operating equipment that consists of belly and side-arm mowers; utilizing small equipment and hand tools for removing trees and debris; preventative equipment maintenance and posting road signs and others duties as needed.

## **ESSENTIAL DUTIES**

- Operate mowers to maintain county roads, rights-of-way, and drainage systems.
- Operate small equipment and hand tools to repair and maintain county roads and rights-of-way.
- Operate a chainsaw and chipper to clear limbs and debris from county rights-of-way.
- Respond to after-hours emergencies as needed to clear county roads and rights-of-way.
- Perform such tasks as building fences, repairing and replacing signs, laying pipe, patching roads, cleaning out pipes, and flagging traffic.
- Place warning signs around work areas.
- Operate a hay spreader and hydro-seeder.
- Performs other related duties as assigned.
- Input daily task in asset management software utilizing a mobile device.

## **KNOWLEDGE / SKILLS / ABILITY**

### **KNOWLEDGE OF:**

- County policies and procedures pertaining to right-of-way maintenance and improvement.
- County geography, including the location of roads and rights-of-way.
- Department and OSHA safety rules and regulations.

### **SKILL IN:**

- Operating and general maintenance of chainsaws and other light equipment.
- Dealing with the public.
- Verbal and written communication.

**ABILITY TO:**

- Read, write, and perform basic mathematical calculations.
- Perform some heavy lifting.

**GUIDELINES**

Guidelines include state laws, county ordinances, department policies and procedure, and bid and contracts. These guidelines are generally clear and specific but require interpretation in application. Guidelines require interpretation in application. This work is usually time-sensitive.

**CONTACTS**

- Contacts are typically with co-workers and the general public.
- Contacts are typically to exchange information and provide services.

**ADA MINIMUM REQUIREMENTS**

**Scope of Performance:** The purpose of the position is to assist the crew foreman and equipment operators to construct and maintain county roads and drainage systems.

**Physical Ability:** The work is typically performed while sitting, standing, walking, bending, crouching, or stooping; and the employee must be able to stand long periods of time. The employee is frequently required to lift light and heavy objects, up to 25 pounds regularly and up to 80 pounds occasionally, climb ladders and use tools or equipment requiring a high degree of dexterity.

**Environmental Factors:** The work is typically performed outdoors. The employee may be exposed to noise, dust, dirt, grease, and machinery with moving parts, and inclement weather. The work requires the use of protective devices such as mask, goggles or gloves.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY**

The Crew Foreman assigns tasks and provides supervision to ensure proper completion of work.

**MINIMUM QUALIFICATIONS / CERTIFICATIONS**

- Applicant must be 18 years of age or older.
- Applicant must have ability to read, write, and perform basic mathematical calculations; high school diploma or equivalent is preferred.
- Applicant must have possession of or the ability to readily obtain a driver's license issued by the State of Georgia and a satisfactory Motor Vehicle Record (MVR).
- Applicant must pass a background check and drug screening.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The 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.

I have read the above job description and understand the requirements.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_