



Douglas E. Cade, PE, PS
County Engineer
1900 Lima Avenue
Findlay, Ohio 45840
419-422-7433

Job Opening: Full-time Highway Maintenance Technician

The Hancock County Engineer's Office is seeking a full-time highway maintenance technician. Under supervision of the team leader, the highway maintenance technician is responsible to maintain roadways by operating heavy equipment to perform moderately complex road maintenance, bridge, culvert, and construction tasks. Will work on roadways alongside active traffic; and work around machinery with moving mechanical parts, vibration, noise, dust and/or fumes. Work in a team-oriented environment. Perform other related duties as assigned.

Qualifications:

- High school or equivalent diploma and 1+ year(s) of related work experience that includes operating heavy equipment.
- Working knowledge of a variety of equipment used in highway, bridge and construction work.
- Possess and maintain a valid State of Ohio Class A or B commercial driver's license (CDL).
- Work a regular 7 am – 3:30 p.m., Monday through Friday day shift. Must be available and willing to work outside of regular shift, particularly during the winter months, and be on-call.
- Able to perform work in all environmental conditions; frequently stand, regularly walk, bend, stoop, crouch, kneel, climb, etc.; perform heavy manual labor; regularly lift or move weights up to 75 pounds--and infrequently up to 100 pounds. Adequate hearing and depth perception.

Position to start as soon as possible.

Application can be accessed at: https://co.hancock.oh.us/docs/engineerdataprovider/default-document-library/application-for-employment.pdf?sfvrsn=9ad225c4_2

To apply, please email completed application, along with resume/references to:

KREilerman@co.hancock.oh.us

or mail to:

Kristi R. Eilerman
Hancock County Engineer's Office
1900 Lima Avenue
Findlay, OH 45840

Job Title: Highway Maintenance Technician

Job Summary

Under supervision of the Team Leader, the highway maintenance technician is responsible to maintain roadways by operating heavy equipment to perform moderately complex road maintenance, bridge, culvert, and construction tasks. Work in a team-oriented environment. Perform other related duties as assigned.

Essential Functions

Normal duties include, but are not limited to, the following:

- Under supervision of the Team Leader, perform various road maintenance, bridge, culvert, and construction tasks of a physical nature for extended periods of time. Perform and assist in the installation of road drainage, roadside debris removal, etc.
- Repair and maintain roads and bridges. Patch, pave and seal concrete and asphalt roadways using hot and cold mix/patch; repair road berms and ditches.
- Exercise sound independent judgment in the operation of heavy equipment to haul stone, dirt, hot mix and other materials to work site, unload and distribute. Operate manual and motorized equipment to sweep roadways. Perform manual labor tasks such as shoveling, raking and various other tasks on road, bridge and drainage projects in maintenance or construction situations.
- Operate a dump truck with snow plow attachment to plow and/or spread salt for snow and ice control.
- Apply knowledge, past work experience and on-the-job training to operate various hand and power tools, light construction machinery and medium to heavy motorized equipment for a standard work shift in accordance with customary operating and safety procedures. Hand and power tools may include: hammer, wrench, drill, rake, shovel, broom, chain saw, air tools, and concrete saw. Small machines may include: small roller, crack patcher, road cutter, and weed eater. Medium to heavy motorized equipment may include: tractor, road grader, paver, rollers, power broom, bermer, stone chipper, welder, bituminous distributor, and small and large rubber-tired backhoe.
- Perform miscellaneous duties including carpentry work, building forms and placing concrete; operating spray-painting equipment; installation and maintenance of roadway signs; mailbox repair; tree trimming; and brush removal.
- Monitor and direct traffic through active work areas.
- Inspect equipment and vehicles (e.g. fluid levels), cleaning and noting maintenance needs.
- Communicate effectively with others both verbally and in writing; courteously interact and respond to the public, elected officials, and co-workers.
- Read instructions, operating manuals, safety rules, organizational correspondence, bulletins, etc. and be able to follow simple to moderately complex instructions.
- Prepare and submit work-related forms and reports.
- Respond to after-hours emergency calls and perform related duties.
- Report to work as scheduled, with regular and punctual attendance.

Minimum Qualifications

- High school diploma or equivalent, and at least one (1) year of work experience as a highway maintenance worker that includes operating heavy equipment used in roadway maintenance or construction, and performing physical

labor in an outdoor environment. (A different combination of education and experience may be acceptable if deemed equivalent).

- Working knowledge of a variety of equipment, methods and procedures used in highway, bridge and construction work; and an understanding of safety regulations and laws pertaining to the operations of motorized equipment.
- Possess a valid State of Ohio Class A or B commercial driver's license (CDL) with an acceptable driving record.
- Authorized to work in the US for any employer, on a full-time indefinite basis without the need for employment visa sponsorship now or in the future.
- Able to reliably commute to Findlay, OH work location.
- Available for work, on call, for all types of weather-related work such as snow and ice control, storm damage, floods, high winds, and vehicular-type emergencies.

Physical Requirements

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

- Work a regular Monday through Friday day shift. Available and willing to work outside of regular shift, particularly during the winter months; and required to be on-call.
- Frequently stand for long periods of time, regularly required to walk, bend, stoop, crouch, kneel, crawl, rake, shovel or sweep.
- Able to perform heavy manual labor. Regularly lift and/or move weights up to 75 pounds; infrequently lift and/or move up to 100 pounds; and climb stairs (in buildings or into vehicles).
- Fine dexterity to operate keyboards, smart phones, small controls and for repair and sign work.
- Hearing adequate to hear approaching vehicles, audible direction at a distance, over the radio/cell phone, and in-person conversations is required. Vision and depth perception adequate to safely drive and operate equipment, complete computer work, read highway construction signs, and read instruction manuals and plans are required.
- Able to operate equipment and drive to various work site locations.
- Perform work regularly in outside weather conditions, including extreme hot or cold weather conditions.
- Able to access and navigate job sites; frequently work on roadways alongside active traffic; and work around machinery with moving mechanical parts, vibration, noise, dust and/or fumes during a regular work shift.

Disclaimer

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This document does not create or constitute a contract of employment. The Engineer's Office reserves the right to add, modify, alter, amend, or remove any portion of this position description at any time. All printed position descriptions are uncontrolled and must conform to the latest approved revision.