

JOB OPENING NOTICE

JOB OPENING: Frio County is accepting applications for a full-time Road & Bridge Road Technician I. Applications can be found on the Frio County website at <http://www.co.frio.tx.us/page/frio.Jobs.Openings> and must be submitted to the Human Resource Office at the Frio County Courthouse located at 500 East San Antonio Street, Pearsall, Texas 78061. Frio County is an “at will” and an equal opportunity employer.



Frio County Job Announcement

Road Technician I

Location: Frio County Road & Bridge, Pearsall, TX

Department: Road & Bridge

Job Type: Full-Time/Non-Exempt

Pay Rate: \$15.98/HR

Posting Period: open until filled

Frio County Job Notices and the Employment Application are available online at <http://www.co.frio.tx.us/page/frio.Jobs.Openings>. Applications must be submitted prior to the deadline indicated in the job posting. Submit all applications to the Human Resource Office at the Frio County Courthouse located at 500 East San Antonio Street, Pearsall, Texas 78061. Frio County is an "at will" and an equal opportunity employer.

Under the supervision of the Frio County Road Administrator, the Road Technician I will perform unskilled to semi-skilled work in the construction and maintenance of County roadways, facilities, and other rights of way.

MINIMUM REQUIREMENTS: EDUCATION, EXPERIENCE, AND LICENSING REQUIREMENTS:

- High school diploma or GED
- Entry level position. Preferred one (1) year in roadway construction and maintenance or related field, or an equivalent combination of education and related experience.
- Valid Texas Driver's License - Class C

JOB RESPONSIBILITIES:

- Maintains roadways and rights-of-way; performs roadway repairs; erects and repairs guard rails, roadway markers and signs; hauls material and equipment to job sites; mows right of ways, park areas, and cemeteries; picks up litter and debris; maintains picnic areas, parks, and park bathrooms.
- Assists in general roadway maintenance issues, including but not limited to pot holes, rough roads, and base repairs.
- Assists in the construction and maintenance of bridge and drainage issues.
- Assists in mowing and maintenance issues on the roadways or public areas adjacent to buildings, such as but not limited to mowing for roadside, parks, cemetery, and public buildings. Also includes but is not limited to: tree and hedge trimming, edging, and flower bed work; and pond maintenance issues, water quality testing, fishing, wildlife health and management.
- Assists in the Seal Coat Program, County Road Maintenance Program, Bridge Maintenance

Program, Park Maintenance Program, Roadside Mowing Program, Safety Program, Training Program, and other programs.

- Assists with traffic control, flagging, warning signs, and barricades
- Assists in placing warning signs, helping the public, and performing other work as directed during emergency situations, including but not limited to floods, tornados, hurricanes, accidents, and hazardous material spills.
- Assists in the processing and inspection of County permits.
- Assists in County Park operations.
- Assists in County cemetery maintenance and operations.
- Learns to operate heavy equipment, including but not limited to motor grader, rollers, broom, spreader box, distributor, herbicide truck, and various mowers.
- Performs preventive maintenance inspections (PMI), routine servicing, and minor repairs on equipment.
- Performs janitorial and general maintenance repairs of County facilities.
- Regular and punctual attendance is required.
- Performs other related duties as required.

QUALIFICATIONS, SKILLS, AND ABILITIES:

- This employee works independently with direction from administrator, and works with others in a group setting to accomplish common goals and deadlines
- Ability to communicate effectively and organizational skills
- Ability to establish and maintain effective working relationships
- General knowledge of the procedures, materials, and equipment related to the road and bridge construction and maintenance techniques and safety procedures
- General knowledge of supply management and inventory control
- General knowledge of tracking budget expenses, using reporting skills, and informing others
- General knowledge of the operation of light and heavy equipment used in road, bridge, and grounds construction and maintenance.
- Ability to read and interpret manuals, maps, construction plans/blueprints, and written instructions
- Must use acceptable standard industry practices and document decision-making factors.
- Must adhere to County policy for responsibility of departmental equipment.
- Considerable knowledge of the policies and procedures as described in the Frio County Employee Handbook
- Knowledge of and assists in enforcement of the Texas Administrative Code (TAC), Highway Bridge Program (HBP), Texas Manual on Uniform Traffic Control Devices (TMUTCD), and other federal, state, and local laws and ordinances
- Knowledge of the Texas Department of Transportation's (TxDOT's) Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges, TxDOT's Seal Coat & Surface Treatment Manual, TxDOT's Concrete Repair Manual, and other industry practices and procedures
- Familiarity with surveying and drainage area calculations is preferable
- Knowledge in using small office equipment, including but not limited to computers, printers,

copy machines, and multi-line telephone systems

- Knowledge of computers and office software including: Microsoft Word, Excel, and Outlook

PHYSICAL DEMANDS:

- Must be able to operate motor vehicles, including but not limited to light pickup trucks
- Must be able to operate a variety of heavy machinery and equipment
- Must be able to exert up to 75 pounds of force occasionally, and up to 50 pounds of force frequently, and up to 25 pounds of force constantly to move objects.
- Position requires lifting, carrying heavy loads, bending, stooping, crouching, climbing, reaching or stretching arms, legs, or other parts of the body to physically maneuver over or upon varying terrain, surfaces, or physical structures or in tight spaces.
- Position requires the ability to see, hear, and speak in English.

WORK HOURS, BENEFITS, AND OTHER WORK-RELATED INFORMATION:

Work hours and benefits have been established by the Frio County Handbook, Section 2, Employee Compensation and Benefits. The normal work hours of Frio County shall be from 7:00 a.m. until 3:30 p.m., Monday through Friday, unless otherwise directed by the Department Head. The Department Head shall determine the exact work schedules for their employees in order to meet the needs of the County.

Employees may be required to work a schedule that varies from the normal work schedule or they may be subject to call back in-case of emergency or special need. Work afterhours and on weekends are required. Work may be required on holidays in order to meet the needs of the County.

Travel is required for this position. Work locations will vary from day-to-day and will primarily be located throughout the County. Employees will be exposed to heavy machinery, excessive noises, hazardous chemicals, and all types of weather, varying from mild to inclement weather. Employees will also work in a general office environment.

BENEFITS:

100% employer paid group health insurance

Medical

Dental

Basic Life and ADD, Dependent Life

Retirement

Paid Sick Leave and Vacation Leave

Paid Holiday

CONDITIONS OF EMPLOYMENT:

Must successfully complete a background investigation and a pre-employment drug screen.