

**ASSISTANT ROAD SUPERVISOR
Guilford Township**

GENERAL NATURE OF WORK

The assistant road supervisor will work under the direction supervision of the Road Supervisor.

EQUIPMENT AND JOB LOCATION

Will operates a variety of heavy equipment including: dump trucks, front end loaders, excavator, road mowers, lawn mowers, snow plows, salt spreaders, chainsaws, weed eaters, and other light equipment including power tools and manual equipment necessary to the everyday operation of the township.

Work sites will include a variety of areas in and outside Guilford Township including, but not limited to, township roads and right of ways, cemeteries, fire station, Township Hall, Township Garage, and grounds maintained by the Township. Work related activities outside the township may be required.

ESSENTIAL FUNCTIONS—EXAMPLES OF DUTIES

Must perform duties under adverse weather and road conditions in order to insure the safety of the public and be available to be called out for work during other than normal working hours. Normal working schedule will be three (3) days per week at 8 hours per day. Winter work time may add additional hours and different work times based on weather conditions.

Repairs and maintains township physical facilities including the maintenance garage and township hall.

ADDITIONAL EXAMPLES OF WORK PERFORMED

Will perform a variety of tasks involving specialized physical labor including landscaping, painting, and general mechanical maintenance. Performs routine maintenance and minor repair work such as lubricating and cleaning job related vehicles, machinery, tools, and equipment. Will performs various physical labor including but not limited to, hauling, cutting, clearing, shoveling, and painting. Operate a variety of manual and power tools and equipment appropriate to job related tasks.

DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES

Have the ability to establish and maintain an effective working relationship with township officials, fellow employees, and the general public.

Thorough knowledge of the operation and maintenance of job related vehicles, machinery, tools, and equipment.

Have the ability to perform heavy manual labor for extended periods of time.

Have the ability to understand and follow oral and/or written instructions.

Ability to work with limited supervision.

QUALIFICATIONS

Must possess a valid Ohio Drivers' License; a CDL will be required; and pass a drug screening test.

