



## HAYS COUNTY JOB POSTING

Job Title	Road Maintenance Lead	Job Number	710-1055-060121
Department Head	Director of Transportation	Date Open	June 01, 2021
Salary Range Minimum	\$17.39 Hourly	Application Deadline	Until Filled

**This permanent posting allows the department to maintain a pool of applicants from which future vacancies will be filled. Applicants should be aware that there may or may not be a vacancy at the time applications are submitted.**

**In order to be considered for employment with Hays County submit the following documents:**

- Hays County Application
- Cover Letter
- Resume

**Find Hays County Employment Applications at:**

- Pre-printed forms at the Hays County Human Resources department
- Request PDF forms from [amanda.cowan@co.hays.tx.us](mailto:amanda.cowan@co.hays.tx.us) via email

**You may submit your application documents in any of the following ways:**

- Hand-deliver to 712 South Stagecoach Trail, Suite 1063, San Marcos, TX 78666
- Fax: 512-393-2227
- Email: [amanda.cowan@co.hays.tx.us](mailto:amanda.cowan@co.hays.tx.us)

### Education and/or Experience

- Four years general road maintenance and construction experience, including light and/or heavy equipment operation preferred, or any equivalent combination of experience and training.

### Other Qualifications, Certificates, Licenses, Registrations

- Class "A" Commercial Texas Driver's License preferred.
- Class "B" Commercial Texas Driver's License required.
- Employees must provide, and wear lace up safety boots, as described in the Hays County Safety Boot Policy for Road and Bridge.

### Required Skills

#### **Responsibilities**

- Leads a crew of workers in performing a wide variety of road maintenance and construction duties.
- Plans tasks and organizes workers and equipment to complete projects on time and on budget.
- Keeps records on daily work of crew, including timesheets, assignments, work progress, and related information.
- Notifies Road Supervisor of needs, special circumstances, and problems.
- Provides training and guidance to others.
- Assists Road Supervisor and acts as supervisor during absences.
- Some positions repair barricades.
- Blades and grades road bases and dirt roads to create or repair designated grades and crowns.
- Operates asphalt reclaimers and recyclers to remove asphalt and/or cut ditches and grades.
- Operates equipment such as graders, asphalt reclaimers/recyclers, rollers, dump trucks, tandem trucks, water trucks, broom trucks, pick-up trucks, backhoes, loaders, and tractor mowers.
- May respond to public inquiries at the job site concerning road maintenance and construction.
- Other duties as assigned.

### Summary

Under general supervision, leads a crew of workers in performing a wide variety of skilled, semi-skilled, and unskilled road maintenance and construction duties for Hays County.

Hays County is an EEO employer. In compliance with the Americans with Disabilities Act, Hays County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

**An offer of employment is contingent upon successful completion of background checks, including reference checks, criminal history, and driver's license checks and driving history.**