

## **Highway Maintenance Worker I-Seasonal Position**

The Burleigh County Human Resource Department will be accepting applications from **March 8, 2010, until March 22, 2010**, for the position of **Highway Maintenance Worker I-Seasonal Position** available in the Road and Bridge Department.

**Recruitment:** External/Internal

**Number of Openings:** 2 (two)

**Pay Range:** \$13.13 per hour

**Salary Grade:** 3

### **Minimum Qualifications:**

- Requires a High School Diploma or General Equivalency Diploma (GED) with experience in the operation of variable types of highway maintenance tools and equipment and general labor skills.
- Applicant must be 18 years of age or above with a valid Class D driver's license and a clean driving record.
- Applicant will be subject to post offer driver's license and criminal background checks, physical exam, and drug screening.

### **Essential Duties and Responsibilities:**

- Provides assistance to highway maintenance crew with general labor duties.
- Asphalt patching, flagging, prepare culvert beds, construction inspection.
- Mowing road slopes and ditches with tractors mounted with or towing rotary, flail or cycle type mowers. Will also use weed whackers and other equipment.
- Other maintenance duties as assigned.
- Perform preventative maintenance and upkeep of equipment.
- Observe established safety practices and procedures when working with equipment.

### **Work Environment and Conditions:**

This position will involve working outdoors in different climate and weather conditions. This is a temporary seasonal position beginning when filled and ending approximately in October 2010. Will work 10-hour shifts or longer with possibility of overtime. May also work less than 40 hours per week dependent upon workload criteria and/or weather conditions.

### **How to Apply:**

- Applications must be submitted on a Burleigh County Application for Employment form and references to: **Burleigh County Human Resources, 221 N 5<sup>th</sup> St., PO Box 5518, Bismarck, ND 58506**. Applications must be received or postmarked by **March 22, 2010**. Email: [ajhorner@nd.gov](mailto:ajhorner@nd.gov). Telephone number: (701) 222-6669. Fax Number: (701) 221-3395.
- Application forms are available through Burleigh County Human Resource Department or may be downloaded from the Internet at the following address : <http://www.co.burleigh.nd.us/employment/>
- If claiming Veteran's Preference or Spouses Veteran's Preference, as described in North Dakota Century Code ch. 37-19.1, please submit proof of eligibility form DD-214 with the application. People who may need additional job information or may require accommodation or assistance with the application or interview process should contact Aggie Horner at 701-222-6669.

### **Equal Opportunity Employer:**

The employing agency does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services, and complies with the provisions of the North Dakota Human Rights Act.