

Highway Maintenance Worker II-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 II-Seasonal Position** available in the Road and Bridge Department.

Recruitment: External/Internal

Number of Openings: 2 (two)

Pay Range: \$15.30 per hour

Salary Grade: 5

Minimum Qualifications:

- Experience in the operation of a variety of highway maintenance equipment and general labor skills.
- Must have valid Class A CDL driver's license with a clean driving record.
- Applicant must be 18 years of age or above with High School Diploma or GED certificate.
- Applicant will be subject to post offer driver's license and criminal background checks, physical exam, and drug screening.

Essential Duties and Responsibilities:

- Operation of trucks and heavy equipment on highway maintenance operations.
- General labor duties including flagging, shoveling, prepare culvert beds.
- Mowing road slopes and ditches with tractors mounted with or towing rotary type mowers.
- Other maintenance duties as assigned.
- Perform preventative maintenance and upkeep of shop and equipment.
- Observe established safety practices and procedures when working with equipment.

Work Environment and Conditions:

This position will involve working outdoors in all extremes of climate and weather conditions. This is a temporary seasonal position ending approximately 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 5th St., PO Box 5518, Bismarck, ND 58506**. Applications must be received or postmarked by **March 22, 2010**. Email: 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/>
- Applicants who are residents of North Dakota and eligible to claim veteran's preference must include Form DD214. Claims for disabled veteran's preferences must also include Form DD214 and a letter less than one year old from the Dept. of Veteran's Affairs indicating disability; claims for preference as the eligible spouse of a disabled or deceased veteran must include Form DD214, a marriage certificate, and a letter less than one year old from Dept. of Veteran's Affairs indication disability, or the veteran's death certificate.
- 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.