



Rio Arriba County **VACANCY NOTICE**

JOB TITLE:

LABORER II

Department:	Public Works
Division:	Roads
Hourly:	C-3 Per Schedule
Position Status:	Not to Exceed 40 hours
FLSA Status:	Full-Time
Closing Date:	Open Until Filled

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only to provide a summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

Primary Purpose:

Under general supervision of the Public Works Director/Road Supervisor or designee, candidate will operate equipment and perform other duties as assigned. Perform maintenance on roads and equipment as needed.

The general level and nature of this position are described in the headings below. This is not an all-inclusive list of all responsibilities/ duties/ and skills required of personnel in this classification. Duties/responsibilities and activities may change at any time with or without notice.

Essential Job Functions:

- Drives dual axle, flatbed truck, bobtail truck, dump truck and single axle truck with chipper attachment.
- Operates small tractors with auger or mower for vegetation control
- Performs minor and major adjustments as well as minor mechanical repairs;
- Loads and unloads materials and equipment;
- Operates self-propelled broom to sweep roadways
- Operates small rollers to compact surfaces
- Performs minor adjustments and mechanical repairs on various pieces of equipment
- Cuts and repairs concrete pavement
- Performs spot mowing, picks up litter, performs minor maintenance and general housekeeping duties around buildings and grounds
- Flags and directs traffic
- Installs and cleans culvert cattle guards, guardrails and maintain road signs as per M.U.T.C.D. standards;
- Performs Snow Removal
- Performs other related duties as assigned by Director/Supervisor/Designee.

Knowledge / Skills:

- Have knowledge of any combination of heavy-duty equipment operation
- Training and/or practical experience operation of medium to heavy-duty equipment totaling two (2) years.
- Demonstrate the ability to perform the duties required at the journeyman level.
- Ability to follow verbal and/ or written instructions
- Ability to prepare, maintain and keep records;
- Ability to act in an independent and conscientious manner using sound judgment.
- Maintain a clean, healthy, and safe working environment so as not to endanger self or others.

Minimum Qualifications

- High School Diploma or GED.
- Demonstrate the ability to perform the duties required at the journey man level.
- Understands all road signage

Working Conditions:

Work is performed 95 percent outdoors under various temperature conditions depending on the season and / or weather and 5 percent is spent indoors under normal temperature conditions.

Work surface is a normal concrete/asphalt and natural ground and when indoors surface is carpeted, tiled and concrete.

May be exposed to body vibration, exhaust fumes, dust, and dirt when performing certain duties;
Specific vision requirements for this job are distance vision, peripheral vision and depth perception.

Employee may be required to work irregular hours.

Employee may be on a 24-hour emergency call

Employee may be required to travel within the County.

Employee will be subject to random drug testing.

Each and every county position requires the following professional skills and abilities as key and necessary elements of performance. Employees are required to:

- Demonstrate regular and reliable attendance;
- Work well with others and participate fully in a team-oriented environment;
- Interface with other employees and customers in a courteous and respectful manner;
- Project positive support of their department and all county organizations at all times; and,
- Maintain and enhance the county's commitment to customer service excellence.

Working Conditions for individual positions in this classification will vary based on each departments' utilization, essential functions and the recruitment needs at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Conditions of Employment:

Selected candidate must submit to and pass a County paid pre-employment drug and alcohol screening. Additionally, selected candidate must submit to and pass a county paid criminal background screening.

*P.O. Box 127 * Tierra Amarilla, New Mexico 87575 * Phone (575) 588-7254 * Fax (575) 588-7810*

*Espanola Annex * 1122 Industrial Park Road * Espanola, New Mexico 87532 * Phone (505) 753-2992 * Fax (505) 753-9397*

Selected candidate must possess and maintain a valid New Mexico Class D Driver's License as incumbent shall be appointed to drive a County vehicle during the performance of his/her duties.

Please send an e-mail with your Letter of Interest, Resume and [Job Application](mailto:JobApplications@rio-arriba.org) to JobApplications@rio-arriba.org