

WINNEBAGO COUNTY JOB DESCRIPTION

Class Title: Summer Seasonal, non-CDL
Department: Secondary Roads
Reports to: County Engineer, Maintenance Superintendent
FLSA Status: Non-exempt
Date: May 24, 2022

Job Summary

This seasonal position will assist the County Engineer with office and field work and assist with Secondary Road Department operations as necessary.

Essential Duties

Performs manual labor including but not limited to operating a pickup, performing sign surveys using electronic equipment, and using computers. Maintains detailed daily records. May be asked to assist in surveying, inspections, materials testing, or maintenance activities. Performs other duties as assigned.

Employment Period

Flexible – May-September
Work Schedule: Up to 40 hours per week; 8am to 4:30pm M-F
Salary: \$16.30 per hour

Qualifications

Completion of High School, or G.E.D. equivalent.

Requirements

Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions. Employee must have the ability to effectively apply knowledge and common sense to solve problems and/or achieve work objectives; ability to routinely stand, walk, sit, kneel, stoop, balance, climb and operate power hand tools; ability to work outdoors in extreme weather or road construction conditions and be exposed to dust, fumes and loud noises; ability to routinely lift 50lbs.; ability to follow written and oral instructions; possess a valid Iowa driver's license; maintain an acceptable driving record; maintain drug free environment and pass pre-employment physical.

To Apply: Please send cover letter and completed application to the County Engineer's Office at engineer@winnebagocountyiowa.gov or 126 S. Clark St., Forest City, IA 50436. Employment applications are available at www.winnebagocountyiowa.gov or by calling 641-585-2905.

Deadline: Ongoing.

Employee

Date