



## POSITION DESCRIPTION

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**TITLE:** TEMPORARY FLAGGER/GENERAL LABOR  
**DEPARTMENT:** Public Works Department -- Road Maintenance Division  
**REPORTS TO:** Area Supervisor  
**STATUS:** Seasonal, Non-Exempt, Non-Union, non-benefited

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### **Scope of Responsibility**

This is a temporary position held within the Department of Public Works Road Maintenance Division lasting through the summer construction season. Under close supervision, this position performs flagger duties and general laborer tasks to assist crews in maintaining county roads in accordance with all safety regulations and procedures.

### **Essential Functions**

Typical duties include, but are not limited to, the following:

- Perform traffic control and flagging activities as needed; following safety rules and regulations on all work zone and flagging sites, including placing signs, barricades, traffic cones and other warning devices; duties may vary according to job assignment.
- Operate pickup and flatbed trucks (not requiring a commercial driver's license).
- Operate miscellaneous hand tools in accordance with all safety regulations and procedures; conducts routine equipment maintenance and daily equipment inspections according to County standards.
- Perform basic road repair and maintenance tasks as assigned, reports safety hazards and traffic problems.
- Perform manual labor assignments as needed, sweep and clean debris from roads, cut brush with hand tools, chip, load and haul brush, remove dead animals along county roads, clear right-of-ways of brush and other debris to improve visibility or diminish road hazards.
- Respond to emergencies as directed and perform assigned tasks in the interest of public safety and property protection during emergencies.

### **Minimum Qualifications**

- High school diploma or GED certification or equivalent.
- Possession of valid Washington State Driver's License and a satisfactory past driving history.
- Current Washington State Traffic Control Flagger card.

### **Desired Qualifications**

- Experience in large equipment operation.
- Experience in maintenance.
- CPR/first Aid Certified.

**Knowledge, Skills and Abilities**

- Knowledge and skill in the safe and efficient use of tools used in the Public Works Department.
- Knowledge in a variety of semi-skilled and skilled maintenance tasks.
- Ability to operate a light duty pickup in a safe and courteous manner.
- Ability to perform heavy manual labor tasks with regular strenuous physical exertion such as lifting and carrying heavy objects in excess of 50 pounds, pushing and pulling, sweeping, picking up, using a shovel, etc.
- Ability to read, understand and follow oral instructions and written materials in English.
- Ability to concentrate on tasks.
- Ability to perform job responsibilities in climatic extremes.
- Ability to establish and maintain cooperative, effective, and productive working relationships with tact, patience and courtesy.
- Ability to be available on short notice in an emergency and work more than 40 hours in a work week if required.
- Ability to keep regular attendance, be on time, and work as scheduled.

**Physical Demands:** The field duties and operating equipment require walking on various type of surfaces, sitting, standing, often for long periods, maintaining balance, climbing stairs and inclines, bending, stooping, reaching, pushing, pulling, twisting. Requires a sense of touch, finger dexterity, gripping with fingers and hands, hand-eye coordination, lifting and transporting up to 50 pounds and occasionally moving up to 70 lbs. Ability to operate passenger vehicle. Requires ability to discern normal voice conversations and alarms, to convey information and have close, far, side vision with depth perception. Ability to work outside the adverse weather conditions such as, exposure to direct sunlight, outside temperatures extremes, dampness, ice and snow, noxious weeds and plants, dust, pollens and insect stings. Requires wearing of safety equipment as prescribed by the WISHA and management. Additional hazards are possible as it relates to maintenance operations.

**Acknowledgements:** The statements herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

**THIS POSITION DESCRIPTION DOES NOT CONSTITUTE A CONTRACT FOR EMPLOYMENT.**

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Employee Signature

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Date

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Supervisor Signature

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Date

Effective Date: April 11, 2013	EEO Code:	Department: Public Works
Dates Amended: April 11, 2013	Union: No	Division: Roads
FLSA Exempt: No	Grade: Seasonal	PWD