

# Liberty Township Fairfield County, Ohio Policy and Procedure Handbook

## Road and Maintenance Service:

Nature of work: (May not include all duties required to be performed.)

This is skilled and semiskilled work requiring operation of large and small automotive, power and hand-operated equipment to carry out maintenance activities necessary for everyday operations in Liberty Township.

Assignments are typically reviewed and received in the form of general instructions. The Liberty township road Crew is expected to organize the details of assignments such as needs for supplies, long term and seasonal, requesting these needs from trustees to assure completion of work.

Employees operate a variety of specialized equipment and are able to perform heavy manual labor in performing road, building and grounds maintenance activities such as but not limited to:

- Ability to operate dump trucks, snow plows, front end loaders, ditchers.
- Ability to operate chain saws, leaf mulching and wood chipping machines.
- Ability to operate backhoe and grader, tractors and pick up trucks.
- Equipment for road pavement and berm repair.
- Perform routine repair and maintenance of township roads, facilities equipment and vehicles to assure safe use of township roads.
- Perform road, ditch/swale maintenance, berm and seasonal work such as mowing, snow removal, equipment repair, building and related maintenance activities.
- Ability to review work orders and verbal assignments and complete in a safe and timely manner.
- Ability to work together with coordination of Trustees as needed.
- Responds to emergencies as needed.
- Attends county safety seminars for increased knowledge of safety techniques and uses appropriate safe practices.
- Knowledge of materials, methods and techniques of safety precautions, occupational hazards and required maintenance work.
- Maintains a valid Ohio Commercial Drivers License.

Attends Trustee meetings to provide update on Road and Maintenance concerns verbally or written.