

**Town of Roxbury
Town Road Patrolman Job Description**

Title: Town Road Patrolman

Hourly Wage: To be determined based on experience.

Type: 40 hours per week plus on call/emergency hours when needed

Job Description: This employee would perform manual tasks in the maintenance, construction and repair of town roads and right-of-way. Average work week consists of 40 hours of work, which vary depending on the time of the year. The road maintenance worker would operate truck, plow, hand tools, motorized equipment, mowers, tractor and various other equipment. Assignments are supervised and outlined by the Town Board Chairman who will delegate duties and inspect progress of work completed, in conformance with established standards and specifications, safety and economy of operations.

Essential Duties and Responsibilities:

Patrols all sections of town roads maintaining road surfaces through patching, paving, picking up debris and trash.

Maintains shoulder and ditches of town roads by trimming trees, mowing grass, and cutting brush.

Plows snow, sands, and salts town roads. Clearing town hall parking lot and sidewalks of snow and debris.

Erect and maintain road signs on town roads that are damaged or missing.

Performs routine maintenance on equipment used. Order and secure required materials and parts/supplies needed in town garage.

Maintenance of town buildings and property.

Work with contractors as necessary when a contractor is hired for a town job.

Attend monthly Town Board meetings.

Any other duties as assigned.

Qualifications: The requirements listed below are representative of the knowledge, skill, and/or ability required.

Ability to perform heavy manual labor.

Ability to service and make repairs and adjustments to equipment.

Must possess a valid Wisconsin Commercial Driver's License Class B, C, and D with Air Brake Endorsement or apply and receive the Wisconsin Commercial Driver's License within 3 months of hire.

On call availability nights, holidays, and weekends during snow, ice and/or wind storms, and other emergencies.

Ability to bend and to lift moderately heavy (50 pounds) objects on a regular basis.

Ability to operate equipment including trucks, loader, tractor mower, chain saw and similar equipment.

Acceptable driving record and participate in random drug and alcohol testing.

Must reside within 20 mile from town garage.

Maintain a daily work log as required by the Town Board.

Must have a High School Degree.

Must be fluent in the English Language.