



AN EQUAL OPPORTUNITY EMPLOYER  
(WOMEN, MINORITIES, AND DISABLED ARE ENCOURAGED TO APPLY)

ANNOUNCES AN OPEN RECRUITMENT FOR:

**ROAD MAINTENANCE WORKER I - SEASONAL**  
**Application Deadline: March 25, 2019**

**DEPARTMENT:** Road  
**LOCATION:** Countywide  
**SALARY:** Range PT50 - \$15.35/hour (no County benefits)  
**TERM:** Seasonal position – April through October, 2019 (40 hours per week)

**DEFINITION:** To perform general road maintenance and construction work as a laborer. This position may also require a small amount of equipment operation.

**ESSENTIAL JOB DUTIES:** Performs heavy and semi-skilled construction, maintenance, and manual labor work; operates hand and power tools and equipment, such as compressors, mixers, generators, drills, saws, pneumatic tools, shovels, rakes, chainsaws; performs crack sealing, tree pruning, patching, concrete work, sign installation, weed removal, culvert maintenance, mixing and pouring cement, and guard rail repair.

**OTHER JOB DUTIES:** May be required to shovel snow, perform light carpenter work, work as a traffic control flagman, assist mechanic with road equipment maintenance.

**EMPLOYMENT STANDARDS**

**Education/Experience:** High school graduate or equivalent with six months of experience in road construction and maintenance or equivalent labor-type position.

**Knowledge of:** The operation and routine maintenance of equipment including hand tools, compressors, chainsaws, and related construction and labor type equipment; the California Vehicle Code and safety precautions applicable to the operation of light equipment, pickups, limb chippers, compressors, generators and other electric or gas operated equipment used for basic road maintenance.

**Ability to:** Safely and effectively operate a variety of hand and power tools; perform heavy manual labor; perform skilled and semi-skilled work; read, write, spell, and interpret work orders; understand and follow oral and written directions; meet and maintain standards of physical endurance and agility; work cooperatively with those contacted in the course of work. Must have ability to drive for prolonged time; stand, walk, sit, twist, and carry up to 75 pounds. Position will include exposure to moving machinery which includes all trucks and equipment; to noises caused by heavy equipment and tools; dust, fumes, and other irritants; ambient weather conditions which include a high of 130 degrees and a low of –10degrees Fahrenheit.

**Special requirements:** Must possess a valid Class C operator's license issued by the State Department of Motor Vehicles; must successfully complete a pre-employment physical examination.

### **Core Competencies:**

The core competencies listed below and the ability to immediately demonstrate these competencies consistent with the position's level in the department and the specific work assignment:

- **Intensity:** Goes after the goal with passion; is results oriented, and gets the job done. *Key Concepts:* Risk-taker; results-oriented; and initiative driver.
- **Ethical Behavior:** Does what is right regardless of temptations and pressures to do otherwise; upholds the public's trust; and conducts self-according to a set of principles. *Key Concepts:* Respect; trust; responsible; fair; and caring.
- **Influence:** Affects successful outcomes for the organization through the use of masterful leadership, collaboration, and a keen understanding of the organization, its goals, and the interests of all parties. *Key Concepts:* Engaged; collaborative; strategic orientation; situational awareness; organizationally savvy; inspirational; energizing-empowering; team orientation; and change agent.
- **Commitment:** Successfully builds relationships with and promotes involvement of diverse groups; considers the needs of diverse clients when developing policies and procedures related to service; works closely with diverse groups to identify and deliver services that meet their needs and the strategic objectives of the program; establishes customer service as the single purpose to which all resources are dedicated; focuses on delivering the best services possible to the public; focuses on customer needs; and is committed to public service. *Key Concepts:* Public servant; and customer service.
- **Interpersonal Skills:** Possesses and uses versatile communication styles and approaches; understands the underlying psychology of why people act as they do and changes approach to affect positive outcomes; builds rapport throughout the organization; and develops human potential. *Key Concepts:* Staff development; communication; listening; delegation; recognition; and buy-in.
- **Resiliency:** Is adaptable; takes direct action; leads by example; exhibits tenacity. This leader is ready, flexible, self-reliant, and has a reputation for finding opportunities in difficult situations. *Key Concepts:* Action-orientation; adaptability; flexibility; agility; tenacity; survivability; courage; confidence; and intuition.
- **Craftsmanship:** Rejects the "good enough for government work" attitude; takes ownership of work done and results accomplished; takes pride in delivering quality services to customers; seeks out opportunities to develop new and creative solutions and programs; imagines possibilities; defines a vision, and works to bring vision into reality. *Key Concepts:* Innovative; imaginative; inventive; pride-in-work; accountability; self-development; and self-starter.

**SELECTION:** Selection procedures will be determined by the number and qualifications of applicants and may include a qualification screening, written examination, and oral interview.

**APPLICATION:** Applications **must be received** no later than 5:00 p.m. on **March 25, 2019** (postmarks not accepted). Applicants must apply on an Inyo County application form. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. **It is not acceptable to complete the application with statements like "See/Refer to Resume" or "See Attached"**. Incomplete applications will not be processed. Applications may be faxed to meet deadline—original application with original signature must be mailed.

**THIS RECRUITMENT WILL ESTABLISH AN ELIGIBILITY LIST THAT MAY BE USED FOR UP TO ONE YEAR IN FILLING FUTURE VACANCIES IN THIS JOB CLASSIFICATION AND SALARY RANGE.**

**REASONABLE ACCOMMODATION FOR INDIVIDUALS WITH QUALIFYING DISABILITIES:** Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0377 prior to the examination process.

**CITIZENSHIP/IMMIGRATION STATUS:** Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.

The County of Inyo has work sites located throughout Inyo County in the Owens Valley (Independence, Bishop, Lone Pine, Big Pine, and Olancho) and the Death Valley area (Death Valley, Shoshone, and Tecopa). **All positions are considered Countywide positions.** Positions are assigned to a work site based upon the needs of the County. Positions may be temporarily or permanently reassigned to another work site as deemed necessary by the Department Head and/or County Administration.