

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

HIGHWAY MAINTAINER

POSITION CODE: 18639

Effective: 3-30-92

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, performs maintenance and repair of roads, bridges, signs, and road striping and related functions by semiskilled operation of tools, equipment, and light and heavy vehicles; may function as a crew leader.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Repairs, replaces and patches bituminous, concrete and other road surfaces; repairs and cleans culverts, storm sewers, gutters and other drainage facilities; fills low places and ruts in shoulders; repairs and paints guardrails; cleans and repairs bridges; performs hand mowing and trimming; straightens, erects and cleans traffic signs and delineators.
2. Operates trucks, tractors, mowing machines, snow plows, cinder spreaders, compressors, motor graders, loaders, backhoes, snow plows and other equipment as assigned.
3. Assists in servicing equipment such as trucks, tractors, mowing machines, snow plows, cinder spreaders, compressors, graders and other light highway equipment; lubricates and makes adjustments and minor reports to assigned equipment.
4. Maintains required, on-the-job, records of equipment usage and equipment servicing in compliance with state procedures and policies; maintains records, including a simple written and electronic inventory of equipment, materials and parts assigned.
5. Performs routine housekeeping duties by cleaning, maintaining stock piles of materials and other tasks associated with the general care of work area; performs normal security measures in work area.

HIGHWAY MAINTAINER (Continued)

6. Performs a variety of maintenance, housekeeping and hospitality functions in a rest area; performs a variety of semiskilled functions with vehicles and equipment; operates sign trucks, pickups and other equipment for sign creation work and pavement striping operations; patrols the expressway, reporting any conditions which might interrupt traffic; loads, unloads and transports finished and salvaged signs between the districts and the central sign shop; operates truck carrying core drill equipment to obtain samples and determine thickness of pavement, bases and other construction features.
7. May function, upon assignment, as a crew leader; checks and maintains employees' time card files; as a working member of the crew, crew leader is accountable for communicating to a lead worker or technical supervisor, problems with the quality, quantity and efficiency of work.
8. Performs other duties as assigned or required which are reasonably within the duties as enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of eight years of elementary school.

Requires possession of a Class A commercial drivers license with appropriate endorsements, including air brakes.

Requires one year driving experience immediately preceding appointment free of incidents which could result in license suspension or revocation.

Knowledges, Skills and Abilities

Requires working knowledge as a laborer, preferably in highway construction, maintenance work, farming, or the building trades.

Requires elementary knowledge of highway maintenance or construction work and materials.

Requires skill in the use of hand tools and operation of maintenance equipment.

Requires the ability to perform arduous physical labor.

Requires ability to understand and carry out oral and written instructions.

Requires ability to gain and maintain productive working relationships.