

Town Road Crew Employee

Town of Washington

Revised March, 2026

The Road Crew Employee is a member of a team that provides public works services for the Town of Washington in an efficient and effective manner as planned by the working Road Crew Foreman and/or Town Administrator.

Supervision Received

The Road Crew Employee reports to the Road Crew Foreman. Job performance is monitored, reviewed, and evaluated annually by the Road Crew Foreman and Town Administrator.

Road Crew Job Duties

(This list is not intended to be exclusive or all-inclusive. Other duties may be required and assigned.)

1. Perform general road maintenance, reconstruction, repair, and cleaning
 - a. Winter road maintenance – driving plow truck, snow removal, sanding, salting
 - b. Brushing, tree removal, and mowing
 - c. Ditch & culvert installation, maintenance, and repair
 - d. Road reconstruction – material hauling, set grade, shouldering, assist/monitor contractor operations as directed
 - e. Road and bridge maintenance and repair – pothole patching, blade patching, sweeping, etc.
 - f. Storm sewer basin repair and maintenance
 - g. Installation, repair, and maintenance of road signs/traffic signs
2. Perform Equipment Maintenance & Repair
 - a. Preventative & routine maintenance of road department equipment
 - b. Repair of road department equipment as appropriate
3. Heavy equipment operation (required)
 - a. Single axle plow/dump truck
 - b. End loader
 - c. Skid steer
 - d. Boom truck
 - e. Water truck
 - f. Tractor boom mower
 - g. Street sweeper
4. Heavy equipment operation (optional)
 - a. Grader
5. Light equipment operation
 - a. Chain saw
 - b. Pole saw
 - c. Chipper
 - d. Power washer
 - e. Welder, drill press, saw, ratchets, wrenches, etc.
6. Assist with cemetery, park and grounds maintenance as directed
7. Communicate work activities and needs to Road Crew Foreman

Knowledge, Skills and Abilities

1. Knowledge of methods, techniques, materials and equipment used in road maintenance, repair and construction projects.

Revision Date: March 2026

2. Working knowledge of occupational hazards and safety precautions of public works activities.
3. Ability to work effectively in a team environment to accomplish daily tasks and adhere to priorities set by the Road Crew Foreman.
4. Ability to maintain an effective relationship with the Road Crew Foreman, Administrator, Town staff and general public.
5. Exercise positive internal and external customer service skills and communication skills.
6. Ability to use good judgment and discretion in responding to difficult and sensitive questions.

Physical Abilities

Lift	30 lbs frequently, 50 lbs occasionally, and 150 lbs rarely
Sit	frequently (extended periods during plowing, sweeping, grading, or material hauling operations)
Stand	Frequently
Walk	Frequently
Bend	Frequently
Twist	Occasionally
Climb	Occasionally
Crouch	Occasionally
Kneel	Occasionally
Reach/push/pull with arms	Frequently
Grasp	Frequently
Fine finger manipulation	Frequently

Qualifications

High school diploma or general education degree (GED). Hands-on road maintenance or heavy equipment operator experience preferred. Possess a valid and current Wisconsin driver’s license with ABCD CDL endorsement.

Employment Category

The Road Crew Employee represents a regular, full-time, hourly position within the Town of Washington.

Signature of Road Crew Employee

Date