

Town of Berry  
Dane County

**Town of Berry Job Description for Full-time Town of Berry Roadman**

Position performs general construction and maintenance work on roadways and road right-of-ways and maintenance of highway equipment and buildings.

**SALARY:**

- \$22.50/hour plus benefits (see below)
- Probationary period of 6 months

**ESSENTIAL FUNCTIONS:**

- Performs manual labor tasks such as shoveling, lifting, or sweeping associated with highway maintenance and construction work
- Mows grass using various tractor mowers
- Cleans brush, using hand tools, brush saws, chain saws, chipper and boom mower
- Plows, sands and salts assigned roadways as necessary to keep them safe for travel
- Repairs bridges, remove downed trees and patches roads
- Assists with installation and maintenance of pipes and culverts
- Cleans up refuse and trash along the roadside
- Installation and maintenance of Highway Signage
- Performs routine maintenance such as greasing, changing oil, and regular thorough cleaning on trucks, tractor and other equipment
- Handle obtaining repairs and services for road equipment such as trucks, plows, tractor, and other equipment such as saws and power tools
- Maintains cleanliness of shop and working order of shop equipment
- Performs other duties as assigned or directed
- Keeping records of activities
- Supervising and directing part time personnel

**WORK ENVIRONMENT:**

- Most work is performed outdoors under all weather conditions
- Physical effort involved in lifting up to 75 pounds, twisting and bending is required

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Ability and skill to operate a standard town truck both along and in combination with a snowplow, wing and spreader in a safe and proper manner
- Ability to read, understand and follow oral and written instructions in English.
- Ability to work independently without continuous supervision
- Physical ability to perform heavy manual labor and heavy lifting

- Ability to work the allocated hours of the position and significant overtime as requested
- Ability to establish and maintain satisfactory working relationships with other employees, supervisors and the public
- Ability to prepare required records and reports including maintaining supply inventory as applicable

**REQUIRED QUALIFICATIONS:**

- Ability to pass a criminal background check, pre-employment physical and drug screen
- Must be willing to work significant overtime as requested, especially during the snow season
- Must be willing to be called in on short notice including nights, holidays and weekends
- High school diploma or its equivalent (GED)
- Commercial Driver's License with necessary endorsements
- Residency must be within a 30 minutes response time by automobile to Berry Highway Garage

**DESIRED QUALIFICATIONS:**

- A self-motivated, problem-solving attitude.
- Experience or training in the use of various road equipment
- Experience in the repair of trucks, tractors, power equipment and tools

**BENEFITS:**

- Benefit package includes health insurance, dental insurance, Wisconsin Retirement System, vacation and sick time