

**TRANSPORTATION WORKER 1**

Nature of Work: Under direct supervision, at the apprentice level, performs unskilled to semi-skilled work in the construction and maintenance of highways, bridges and related buildings and structures. Uses light motorized highway maintenance equipment to repair, replace concrete and bituminous road surfaces, cleans culverts, repairs shoulders. Performs rough carpentry, builds forms. Operates maintenance equipment such as wheel tractors, air hammer, power saws, concrete mixers and light maintenance trucks as examples. Performs minor maintenance on engines and automotive bodies for highway maintenance equipment. May be exposed to hazardous working conditions and inclement weather. Performs related work as required.

**Examples of Work**

Flags traffic at construction sites.  
Picks up trash and debris and empties trash barrels.  
Cleans pit toilets and comfort stations.  
Paints and stains outbuildings and outdoor equipment.  
Shovels snow and applies salt and sand to walkways and parking areas as necessary.  
Digs holes and drainage trenches, cleans out culverts with pick and shovel.  
Services vehicles with gas and oil.  
Assists highway equipment operator and craftsworker in maintenance and construction work.  
Loads and unloads trucks with sand, gravel and waste material using a hand tool.  
Cuts grass with a hand scythe or hand mower.  
Loads and unloads equipment and supplies using a hand truck.  
Moves furniture and equipment located in state buildings.  
May drive pickup truck occasionally.  
Operates a variety of equipment such as: air compressor, jackhammer, mechanical aggregate spreader, sickle-bar and rotary-type mowing machines, power broom or water pump.  
Drives a light truck such as a pick-up or van to transport equipment, materials, or personnel to project sites.  
Checks equipment to determine operational readiness and makes minor corrections as required.  
Assists higher level staff in repairing machinery and machinery parts to maintain in proper working condition.  
Cleans, sands and tapes vehicle bodies in preparation for painting.  
Assists higher level staff in painting, carpentry, masonry, plumbing, electrical, air conditioning and heating work to maintain buildings, building equipment and property.  
Seals joints and cracks in paved surfaces.

## TRANSPORTATION WORKER 1 (CONT'D)

**Examples of Work (cont'd)**

- Fabricates road signs by cutting and punching aluminum and placing reflective sheeting and ribbing on blanks by using rivet guns, electric drills, roller applicator, power punch presses and metal sheers.
- Repairs, replaces and balances tire.
- Replaces equipment components such as exhaust systems, cooling systems, universal joints, fuel filters, oil filters, transmission filters, spark plugs.
- Repairs minor electrical defects (i.e. wire splices, add on lights, etc.).
- Performs oil changes and chassis lubrication.
- Uses a variety of manual and power hand tools such as shovel, back-fill tamper and hand roller in the maintenance and repair of highways.
- Makes minor mechanical repairs in the field such as changing tires, blades, or filters.
- May be required to operate other related highway maintenance equipment as employee training permits.

**Knowledge, Skills and Abilities**

- Knowledge of general safety procedures.
- Knowledge of methods, materials, tools and equipment used in the maintenance and repair of vehicles and other motor driven equipment.
- Knowledge of the operation of motor driven equipment.
- Skill in the use of tools and equipment used in the repair of motor driven equipment
- Ability to diagnose minor mechanical problems and determine appropriate procedures for repair.
- Ability to understand and follow oral and written instructions.
- Ability to learn from example and work cooperatively with others.
- Ability to maintain routine records (time cards, repair work orders).

**Minimum Qualifications**

- Training: No formal education required.
- Special Requirement: A valid Motor Vehicle Operator's License is required. A Commercial Driver's License may be required after employment.

Established: 11/16/93, 6/22/11  
 Effective: 11/16/93, 6/22/11