**HAND COUNTY BOARD OF COMMISSIONERS**

415 West 1st Avenue, Mail slot 7 & Suite 203

MILLER, SOUTH DAKOTA 57362-1346

(605) 853-2182

http://hand.sdcounties.org/commissioner

Community Alerts by www.alertsense.com

Agency: Highway Department  
Location: Miller  
Starting Hourly Wage: $20.14 (Class A CDL Holder) - $18.01 (Non-class A CDL Holder)   
Pay Grade: Entry  
Closing Date: June 1, 2023, thereafter, Open Until Filled

This is a full-time position with Hand County’s Highway Department

Highway Maintenance Workers are responsible for ensuring the department’s highways are kept safe and drivable for the traveling public at all times. This position involves working as a member of a crew. Duties may include, but are not limited to, performing roadway maintenance activities; performing roadside activities; installing and replacing signs, permanent traffic control devices, and pavement markings; maintaining and repairing guardrail systems; performing structure maintenance and repair activities; performing winter maintenance; maintaining and repairing department facilities and properties; performing preventative maintenance and equipment repair; responding to emergencies and other incidents; providing on-the-job training and work direction; providing temporary traffic control through and around work zones and emergency/hazardous sites; maintaining documentation; operating and using a variety of equipment and tools; promoting a safe work environment; and participating in public safety awareness activities.

The current anticipated work schedule for this position is 10-hour days, 4 days per week, from Monday through Thursday each week. Night and shift work can be required, including working weekend hours and holidays during emergencies and inclement weather. Hand County reserves the right to use FLEX TIME in which a department’s hours of operation can be modified without notice to allow for changing conditions and demand. FLEX TIME might include employees being sent home on Monday knowing a weather or other event is predicted for Friday, Saturday or Sunday.

Work assignments are frequently performed outside in all weather conditions and around highway traffic.

Certification in one or more areas is required within the first year of employment. Further certification areas will be determined by the supervisor according to job responsibility and needs. Required certifications must be maintained for continued employment. Classes and training in the certification areas are provided through the department.

Incumbent must have a valid driver's license, valid automobile insurance and be able to obtain a Class A commercial driver's license (CDL) with no transmission **restrictions and a N: Tank Vehicles endorsement** within 180 days of hire date to retain employment. Employee will be subject to pre-employment, random, reasonable-suspicion, post-accident, follow up, and return-to-duty drug and alcohol testing.

Applicants currently on “high risk” or SR-22 insurance are discouraged from applying.

Incumbent must be willing and able to report to work for inclement weather conditions and other highway emergencies; and must be able to report to their home station within 30 minutes, under normal driving conditions, from the time of notification.

According to SDCL 32-12A, applicants will be required to authorize Hand County to obtain a complete driving record.

**The Ideal Candidate Will Have:**

Experience in the operation of heavy equipment/farming or ranching equipment and/or experience in heavy construction is preferred.

Knowledge of:

* methods, materials, and techniques used to perform road maintenance activities (desirable but not required);
* preventive maintenance methods such as changing oil, rotating tires, and lubricating parts (desirable but not required);
* basic math to add, subtract, multiply, and divide;
* basic computer operation (desirable but not required).

Skill to:

* use and maintain a variety of hand and power tools;
* operate, maintain, and repair various equipment and attachments (desirable but not required);
* drive and operate a manual transmission.

Ability to:

* display high standards of ethical conduct;
* treat customers courteously and be responsive to their needs;
* work cooperatively with others and promote a friendly work climate in order to achieve shared goals;
* display a high level of effort and commitment towards completing assignments and goals;
* attend to all details of assignments and complete work properly, accurately, and thoroughly;
* lift 35 pounds routinely, up to 60 pounds occasionally (without assistance), and 90 or more pounds infrequently (with assistance);
* routinely reach, climb, balance, stoop, kneel, crouch, or crawl.

This position is eligible for Veterans’ Preference per ARSD 55:10:02:08

Hand County does not sponsor work visas for new or existing employees. All persons hired will be required to verify identity and eligibility to work in the United States and complete an Employment Eligibility Verification, Form I-9.

Hand County offers employer paid life insurance and health insurance plus paid holidays as enumerated in policy, generous vacation and sick leave accrual, dental, vision, and other insurance options, and retirement benefits. You can view our benefits information at <https://hand.sdcounties.org/employee>. This position is a member of Class A retirement under SDRS.

The application for employment is found on our website <https://hand.sdcounties.org/employment> or by visiting the Hand County Auditor’s Office for a paper copy.

Hand County is "An Equal Opportunity Employer"