



VALLEY COUNTY JOB DESCRIPTION

Road Maintenance Trainee

Department: Road & Bridge
Date Established: October 1, 2025

Reports To: Road Supervisor
Date Revised:

Pay Grade: C
FLSA Status: Non-Exempt

SUMMARY

The Road Maintenance Trainee is an entry-level, training-focused position responsible for performing basic, non-complex physical labor and learning the core skills required for county road and bridge maintenance. Under close supervision, the Trainee assists higher-level technicians with routine maintenance, seasonal operations (including winter snow removal), and traffic control. This role is designed to develop the foundational mechanical, operational, and safety skills necessary to progress to a Technician 1.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Assists in the routine maintenance and repair of county roads, bridges, culverts, and rights-of-way.
- Performs manual labor, including shoveling, clearing brush, lifting materials, and operating basic hand and power tools (e.g., chainsaws, weed eaters, jackhammers).
- Learns to operate and maintain light equipment (e.g., pickup trucks, utility trailers, small rollers, and mowers) under direct supervision.
- Acts as a flagger to safely direct and control traffic through maintenance and construction work zones.
- Assists with winter operations, including clearing snow from sidewalks/walkways and learning basic snowplow operations on designated, low-complexity routes.
- Performs basic post-trip and pre-trip vehicle inspections, cleaning, and preventative maintenance on assigned tools and light equipment.
- Responds to emergency call-outs for road hazards, flooding, or severe weather conditions under supervision.
- Performs other related duties as assigned.

TRAINING & DEVELOPMENT

This position is designed as a structured learning and skill-building opportunity. Hands-on instruction, safety training, and operational mentorship are provided to help the employee master foundational road maintenance practices.

- On-the-Job Training: Incumbents receive continuous, close supervision and structured guidance to develop proficiency in operating light equipment, performing road repairs, executing traffic control, and handling winter operations.
- CDL Assistance & Professional Growth: A Class A Commercial Driver's License (CDL) is not required at the time of hire. Satisfactory training progress, safety awareness, and active engagement in core on-the-job training duties will result in the incumbent receiving support and assistance in the acquisition of a

Class A CDL during their tenure in this trainee role, and allow for the advancement to Road Maintenance Technician 1.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent; previous experience in manual labor, construction, or farming is preferred but not required.
- Possession of a valid State Driver's License.
- Ability to obtain a Class A Commercial Driver's License (CDL) with Tanker endorsement within one (1) year of hire.
- Ability to obtain an Idaho Traffic Control Flagging Certification within six (6) months of hire.
- Ability to learn safe work practices and follow strict verbal and written instructions.
- Basic mechanical aptitude and familiarity with hand/power tools.
- Ability to work effectively as part of a team and communicate respectfully with coworkers and the public.
- Availability to work non-standard hours, weekends, and holidays during winter snow-removal operations or emergencies.

PHYSICAL DEMANDS & WORK ENVIRONMENT

This position requires heavy physical labor. Employees must regularly lift, push, pull, or carry objects weighing up to 50 pounds, and occasionally up to 100 pounds with assistance. Requires prolonged periods of standing, walking over uneven terrain, bending, kneeling, crouching, crawling, and reaching. Must possess the manual dexterity to operate tools and climbing ability to mount/dismount heavy equipment.

Work is performed primarily outdoors in all weather conditions, including extreme heat, sub-zero freezing temperatures, heavy snowfall, and rain. Employees are routinely exposed to loud noises, dust, fumes, vibration, moving mechanical parts, hazardous traffic conditions, and chemical compounds (asphalt, magnesium chloride, diesel fuels). Employees are also subject to 24-hour emergency call-outs for snow removal and clearing road hazards.