Village of Eagle
820 E Main Street
PO Box 295
Eagle, WI 53119
(262) 594-3400

VILLAGE PART-TIME PATROL WORKER (ON CALL)

POSITION DESCRIPTION:

NATURE OF WORK: A part-time patrol worker may be called upon at any time to respond to emergency situations such as snowstorms, windstorms, flooding, traffic accidents, or fires.

PURPOSE OF POSITION: The main purpose of the part-time patrol worker is to contribute to the improvement and maintenance of the Village roadway system.

This position reports to the Village DPW Supervisor under the direction and leadership of the Village Board DPW Committee Chair and the Village President.

ESSENTIAL POSITION DUTIES: The following duties are normal for this position. These are not to be construed as exclusive or all inclusive; other duties may be required and assigned.

- Always represent the Village of Eagle in a professional manner
- Operate equipment for snow removal and de-icing under adverse and unfavorable weather conditions
- Inspect roads for damages and defects to the following: pavement, fencing, signs, shoulders, culverts, catch basins, erosion on the right of ways, and repair or replacement of roadway defects
- Inspect, maintain, and operate equipment for daily projects such as mowing, ditching, grading, tree removal, painting, and vehicles to ensure continued safe and efficient operation
- Patrol Village roadways; remove debris and obstructions
- Keep records and make reports
- Maintains prompt, predictable, and regular attendance
- Performs other duties as assigned

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Working knowledge of the modern practices, procedures, tools, materials, and equipment used in the maintenance and repair of roads, highways, and rights-of-way
- Working knowledge of occupational hazards and safe work practices
- Working knowledge of the federal and state Manual of Uniform Traffic Control Devices
- Ability to follow and carry out oral and written instructions
- Ability to speak and write effectively
- Ability to keep records and make reports
- Ability to work independently and as a member of a team
- Ability to perform moderate to heavy manual labor for extended periods under variable weather conditions
- Ability to safely operate vehicles and equipment necessary to perform the duties of the position
- Ability to withstand exposure to variable and unfavorable weather conditions

- Ability to establish and maintain effective working relationships with supervisors, coworkers, contractors, vendors, law enforcement agencies, WI DOT, other outside agencies and County departments and staff, and the public
- Ability to effectively interact with sensitivity with people from diverse cultural, socioeconomic, educational, racial, ethnic, and professional backgrounds, and persons of all ages and lifestyles
- Ability to respond at any time to emergency situations such as de-icing, snowstorms, windstorms, flooding, fires, and mass casualties
- You must meet these minimum Training and Experience requirements:
    - High school diploma or GED.
    - Valid Class B Commercial Driver's License with brake endorsement.
    - Work experience in maintenance and repair of roads and the operation of a variety of trucks and equipment is desirable

This position description does not constitute an employment agreement. This position description is intended to describe the functions and minimum requirements for this position. It is not to be construed as an exhaustive statement of all duties, responsibilities or requirements. In addition, the position may have functions added, changed or deleted at any time. This position description supersedes all previous position descriptions for this position.

APPLICATION INSTRUCTIONS

Applicants must summit the following

COVER LETTER
RESUME

Email applications details to Matt Lepperd at: Lepperd@eagle-wi.gov