

Posted 11/19/2025

Start Rate: \$26.73



Section Patrolman

Grant County Highway Department is seeking applicants for a **Section Patrolman that will report to the Boscobel Shop**. This position provides maintenance of the county highway system and performs other related highway maintenance and construction work.

Minimum Qualifications

Education:

1. Graduation from high school or high school equivalency required
2. Possession of a valid commercial driver's license with air brake endorsement (tanker endorsement preferred)
3. Training in highway maintenance, road construction or equipment repair
4. Working knowledge of Microsoft Outlook (e-mail) and general data entry for electronic timekeeping

Experience:

1. One year of experience in highway and road maintenance activities operating a variety of general heavy construction equipment and two years' experience operating an excavator
2. Experience in the maintenance and repair of highway equipment preferred

Note:

1. Equivalent combinations of job related education and experience may be considered

How to Apply: A Grant County application for employment and job description may be obtained at www.co.grant.wi.gov or by contacting Human Resources at (608)723-2540. **A Grant County Application is required** and will be accepted at the following location until position is filled.

Grant County Human Resources

111 S. Jefferson St.
PO Box 529
Lancaster, WI 53813

*This is an **Affirmative Action/Equal Employment Opportunity employer (AA/EEO)**. All qualified applicants are encouraged to apply including minorities, veterans, women, and persons with work related limitations.*

GRANT COUNTY JOB DESCRIPTION

TITLE: Section Patrol / Operator (Section Patrol Worker)

DEPARTMENT/ AGENCY: Highway Department

IMMEDIATE SUPERVISOR: Patrol Superintendent

PAY GRADE: G

FLSA: Non-Exempt

NATURE OF WORK

This position provides maintenance of the county highway system and performs other related highway maintenance and construction work. This position is typically assigned to one section, but may work in other sections as necessary.

MINIMUM QUALIFICATIONS

Education:

1. Graduation from high school or high school equivalency required
2. Possession of a valid commercial driver's license with air brake endorsement and tanker endorsement required.
3. Training in highway maintenance, road construction or equipment repair preferred
4. Working knowledge of Microsoft Outlook (e-mail) and general data entry for electronic timekeeping

Experience:

1. One year of experience in highway and road maintenance activities operating a variety of heavy equipment
2. Experience in the maintenance and repair of highway equipment desirable

Note: Equivalent combinations of job related education and experience may be considered

Knowledge, Skills and Abilities:

1. Knowledge of techniques, methods, materials and equipment used in highway maintenance and improvement
2. Skill in operating a variety of heavy and other equipment
3. Mechanical ability
4. Ability to move up to 60 lbs. repetitively
5. Knowledge of equipment repair and maintenance procedures
6. Ability to read and understand written and oral instructions
7. Ability to work well in teams of co-workers
8. Ability to accept constructive criticism
9. Ability to work in adverse weather/environmental conditions
10. Ability to work effectively and harmoniously with others
11. Ability to navigate computer to enter daily time and access department email

ESSENTIAL FUNCTIONS

Under general direction

1. Perform unskilled or semi-skilled labor in the Grant County Highway Department
2. Maintain and improve sections of the county highway system
3. Maintain and operate air hammers and other power and construction equipment
4. Operate vehicles with 25,000 GVW and over
5. Check and maintain culverts, ditches, bridges, signs, posts and guardrails
6. Pave and patch road surfaces
7. Operate and maintain heavy construction and other equipment

8. Enter daily time via use of county issued computer
9. Navigate county email system via use of county issued computer
10. Fill in and spread gravel on roadways and shoulders
11. Act as crew leader
12. Operate the bituminous paver, screed and aggregate spreader
13. Maintain and repair buildings, fixtures, facilities and equipment
14. Coordinate the repair of concrete and bituminous pavements
15. Load, unload, erect and remove snow fences and posts
16. Shovel or remove snow
17. Plow snow and apply salt/sand
18. Mow right of way
19. Cut brush, wood and weeds
20. Perform routine maintenance and repair to highway department equipment (e.g. change oil and filter, lubricate machinery, change tires, replace mufflers, spark plugs, wires, batteries, etc.)
21. Assist mechanics when assigned
22. Assemble and disassemble plows, blades, cutters and other equipment
23. Control traffic
24. Pick up rubbish
25. Perform building maintenance/custodial duties
26. Perform such other duties as may be assigned
27. Will be subject to Emergency Call-in
28. Evening, weekend and holiday work will be required

SUPERVISION RECEIVED

General and specific assignments are received and work is performed according to methods and procedures with allowance for some independence in judgment in accomplishing the assignments

SUPERVISION EXERCISED

May supervise limited term employees or student interns

ENVIRONMENTAL FACTORS

Vibrations, noise and odor from heavy equipment; must be able to bend, lift and stoop to perform duties; must be able to manipulate controls to operate equipment; personal protective equipment is required for many job tasks; may be exposed to odors, dust and severe weather

CLOSING STATEMENT

This description has been prepared to assist in evaluating duties, responsibilities and skills of this position. It is not intended as a complete list of specific responsibilities and duties, nor is it intended to limit duties to those listed. It is understood that the supervisor has the right to assign, direct, and modify duties and responsibilities.

Revised 06/25/2024

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I have read and understand this job description. I agree to accept the responsibilities and duties as outlined.

Employee

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