

**State of Michigan
Civil Service Commission**
Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

Position Code

1. TRMTWKREB53R

POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete the information as accurately as you can as the position description is used to determine the proper classification of the position.

2. Employee's Name (Last, First, M.I.)	8. Department/Agency TRANSPORTATION CENTRAL OFFICE
3. Employee Identification Number	9. Bureau (Institution, Board, or Commission) Bridges and Structures
4. Civil Service Position Code Description TRANSPORTATION MAINT WORKER-E	10. Division Blue Water Bridge
5. Working Title (What the agency calls the position) Limited Term Transportation Maintenance Worker 6/7/E8	11. Section Operations
6. Name and Position Code Description of Direct Supervisor KRESEVICH, ROBERT F; TRANSPORTATION MAINT SPV-2	12. Unit Maintenance Garage
7. Name and Position Code Description of Second Level Supervisor SMITH, DAVID W; ENGINEER MANAGER LICENSED-3	13. Work Location (City and Address)/Hours of Work 2900 Lewis Drive, Port Huron, MI 48060 / M-F, 7:00a-3:30p OR S-Th 10:00p-6:30a

14. General Summary of Function/Purpose of Position

This position performs winter maintenance activities on Blue Water Bridge and its facilities. This position is required to participate in the Transportation Maintenance Worker (TMW) work element program and travel to assigned work areas.

This position is required to operate a vehicle or vehicle/trailer combination with a Gross Vehicle Weight Rating (GVWR) of 26,001 pounds or more when performing winter maintenance including, but not limited to, front end loaders, large maintenance trucks with underbody blade, etc.

15. Please describe the assigned duties, percent of time spent performing each duty, and what is done to complete each duty.

List the duties from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary:

Percentage: 75

This position performs all surface, roadside general maintenance, and winter maintenance activities listed in the Michigan Department of Transportation's (MDOT's) Direct Maintenance Handbook.

This duty requires operating a vehicle or vehicle/trailer combination with a GVWR of 26,001 pounds or more.

Individual tasks related to the duty:

- Duties include, but are not limited to, patrol patching, crack filling, litter pick-up, repairing of steel guardrail, snow removal, sign maintenance, seal patching, tree removal, mowing, right-of-way fence repair, salting and sanding pavements, and delineator maintenance.
- Operates heavy motorized equipment during the performance of these activities, including, but not limited to, six-ton dump truck for hauling maintenance materials and supplies to job site; six- to nine-ton truck equipped with winter attachments such as metered salt hopper boxes, underbody scrapper blades, snowplows, etc.; front-end loader to load salt and other maintenance materials; tractor with attachment such as backhoe loader, bucket, or rotary mower; one-ton dump truck; motor grader; roller; etc.
- Operates powered equipment including, but not limited to, chain saws for cutting trees and posts, brush chippers, tar kettles, air compressors, air-powered tools such as air hammers; electric tools; generator and pavement routers; etc.
- Performs manual labor tasks in the performance of the above activities, including, but not limited to, shoveling stones and asphalt materials, unloading materials from truck bed, carrying and setting up signs for temporary lane closures, and clearing roads and shoulders of dead animals.
- Performs highway maintenance work using hand tools, including, but not limited to, shovels, sledgehammers, rakes, post-hole diggers, etc.
- Participates in encouraging all employees to work together to accomplish required planning, scheduling, and completion of maintenance tasks.
- Trains employees.

Duty 2

General Summary:

Percentage: 10

Performs equipment servicing and cleaning of grounds/ garage.

Individual tasks related to the duty:

- Performs equipment servicing and cleaning.
- Services and cleans garage facilities.
- Performs grounds activities.

Duty 3

General Summary:

Percentage: 5

Follows all MDOT safety regulations.

Individual tasks related to the duty:

- Wears all required personal protective equipment (PPE) for all maintenance activities.
- Attends all safety training as required by MDOT.
- Follows all MDOT safety regulations.

Duty 4

General Summary:

Percentage: 5

Operates specialized equipment.

Individual tasks related to the duty:

- Operates specialized maintenance equipment, including, but not limited to, front-end loaders, skid steers, backhoes, excavators, road graders, dozers, Unimogs, boom mowers, asphalt rollers, aerial equipment, etc.

Duty 5

General Summary:

Percentage: 5

Miscellaneous work.

Individual tasks related to the duty:

- Performs related work as assigned by supervisor.

16. Describe the types of decisions made independently in this position and tell who or what is affected by those decisions.

Exercises judgment to select and apply the most appropriate guideline from available alternatives. Whenever possible, identify, recommend, and implement improvements in the work methods and materials utilized in the position.

17. Describe the types of decisions that require the supervisor's review.

When assignment is unclear or involves a policy decision or when alternative methods are used in the repair or replacement of anything within the right-of-way.

18. What kind of physical effort is used to perform this job? What environmental conditions in this position physically exposed to on the job? Indicate the amount of time and intensity of each activity and condition. Refer to instructions.

Working outside in all kinds of weather, working on roadway in high traffic areas, working with chemicals, and working with jack hammers. Position must utilize all appropriate PPE. Manual labor involves transporting heavy tools and materials up to 100 pounds. Working from heights of up to 150 feet requiring the use of a Reach-All, Boom Truck and/or climbing with a safety harness under or alongside the structure while performing bridge maintenance activities. The position is required to operate vehicle or a vehicle/trailer combination with a GVWR of 26,001 pounds or more. Work hours vary and must be available outside normal working hours for maintenance operations, in all weather conditions.

19. List the names and position code descriptions of each classified employee whom this position immediately supervises or oversees on a full-time, on-going basis.

Additional Subordinates

20. This position's responsibilities for the above-listed employees includes the following (check as many as apply):

- | | | | |
|---|------------------------------------|---|-----------------------------------|
| N | Complete and sign service ratings. | N | Assign work. |
| N | Provide formal written counseling. | N | Approve work. |
| N | Approve leave requests. | N | Review work. |
| N | Approve time and attendance. | N | Provide guidance on work methods. |
| N | Orally reprimand. | N | Train employees in the work. |

22. Do you agree with the responses for items 1 through 20? If not, which items do you disagree with and why?

Yes.

23. What are the essential functions of this position?

This position performs winter maintenance activities on Blue Water Bridge and its facilities. This position is required to participate in the TMW work element program and travel to assigned work areas.

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24. Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.

25. What is the function of the work area and how does this position fit into that function?

Responsible for maintenance of state trunk line for an assigned geographic area, it takes this position to maintain this function.

26. What are the minimum education and experience qualifications needed to perform the essential functions of this position.

EDUCATION:

Education typically acquired through completion of high school.

EXPERIENCE:

Transportation Maintenance Worker 6

No specific type or amount is required.

Transportation Maintenance Worker 7

One year of experience equivalent to a TMW 6 or Laborer E6 with experience in roadway, roadside, bridge maintenance/construction, sign maintenance, or pavement marking.

Transportation Maintenance Worker E8

Two years of experience equivalent to a TMW, including one year equivalent to a TMW 7; or, one year of skilled trades worker experience at the E9 level.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of and experience in:

- Construction operations.
- Snow plowing.

Ability to:

- Live within 60 minutes of the Blue Water Bridge Maintenance Garage.

**CERTIFICATES, LICENSES,
REGISTRATIONS:**

- This position is a Test-Designated Position. The employee is subject to random drug and alcohol testing while employed in this position.

- Possession of a valid Commercial Driver's License (CDL) is required at the time of appointment into the position. ****If** the selected candidate has a CDL Group A or B with or without the N or X endorsement, they will be required to obtain a CDL A with either an N or X endorsement and no air brake restrictions which must be obtained within twelve months from the date of the appointment into the position and must maintain throughout employment in the position.
- Possession of a valid Western Hemisphere Travel Document (WHTI) required within 60 days from the date of appointment into the position and must maintain throughout employment in the position.

NOTE: Civil Service approval does not constitute agreement with or acceptance of the desired qualifications of this position.

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

Supervisor

Date

TO BE FILLED OUT BY APPOINTING AUTHORITY

Indicate any exceptions or additions to the statements of employee or supervisors.

None

I certify that the entries on these pages are accurate and complete.

KELSEA COLE

9/16/2026

Appointing Authority

Date

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

Employee

Date