

Mission Township Job Description



Position: Plow Driver	Department: Roads
Reports To: Designated Supervisor for Roads	Supervisory Role <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Date Approved by Town Board: 3-13-2023	Status <input type="checkbox"/> FT <input type="checkbox"/> PT <input checked="" type="checkbox"/> Seasonal

Minimum Qualifications:

1. CDL Class B license.
2. Demonstrated ability to operate commercial vehicles under various weather conditions, making multiple, complex, and rapid adjustments.
3. Flexible schedule that can accommodate extended hours, weekends, and holidays. This includes availability on two-hour notice.

Desired Qualifications:

1. Experience operating a commercial plow truck.
2. Training in operating plow equipment on public roads.

Essential Position Duties:

1. Plow town roads full width and sand as needed following the town's snow and ice control policy, initiating plowing within two hours following a plowable snow event, or as soon as weather permits.
2. Plowing of Mission Town Park parking lot, sanding as needed.
3. Procure salt/sand mix and fuel from Crow Wing County when needed.
4. Perform regular inspection of the plow truck before and after each use. Complete the inspection log and report any required repairs to the supervisor.
5. Wash plow truck after each use, and rinse storage building floor to minimize salt impact on the vehicle and floor.
6. Work with the supervisor to schedule the annual DOT inspection prior to each plowing season.
7. Such other duties as may be reasonable assigned by the supervisor or town board.

Other Requirements:

1. Report any incidents to the supervisor as soon as feasible.
2. Plowing priority will be given to clearing East Horseshoe Lake, East Bass Lake and Mission Park Drive roads, then the remaining roads.
3. Adherence to all applicable safety rules and regulations and participation in training when requested.
4. Advance notification to the supervisor of any planned absences to enable backup coverage.

This position description does not constitute an employment agreement between the town and the employee and is subject to change by the town. All employees must comply with applicable state and federal laws and regulations, as well as town and department policies.