



**Ashtabula  
County**

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# ACCEPTING RESUMES

<b>Position:</b>	<b>Highway Maintenance Worker 1</b> OhioMeansJobs Post #260118029
<b>Job Description:</b>	<b>ODOT is hiring a Highway Maintenance Worker 1:</b>  Receives on the job training & performs the following highway maintenance duties: Receives CDL preparation & snow & ice training (i.e., CDL preparation & training, spreader attachment/detachment, plow blade replacement, plowing snow, snowplow operation & associated snow & ice duties). Flags & directs on-going vehicular traffic through highway maintenance & construction work sites on state & federal highways. Sets up & maintains traffic control structures (e.g., barricades, pot torches, cones, pavement markings, electrical warning devices). Performs general labor by using various hand tools (e.g., chain saw, shovels) in the maintenance & repair of highways (e.g., patches potholes, spreads berm gravel, repairs & paints guardrails, shovels snow, hand spreads salt on sidewalk, steps & pedestrian walkways, seals cracks).
<b>Desired Skills:</b>	Have a valid Driver's License. <ul style="list-style-type: none"><li>• Have a formal education in arithmetic that include addition &amp; subtraction &amp; in reading, writing &amp; speaking common English vocabulary.</li><li>• High School Graduate or equivalent (GED)</li><li>• Highway maintenance &amp; traffic control safety practices*.</li><li>• Skill in operation of hand tools*;</li><li>• operation of motorized snow equipment*.</li><li>• Ability to recognize unusual or threatening conditions &amp; take appropriate action</li><li>• read simple sentences</li><li>• cooperate with co-workers on group projects</li><li>• demonstrate strength to lift 50-100 pounds</li></ul>
<b>How to apply:</b>	Interested applicants may send resumes to:  External State of Ohio Employees Only: <a href="http://www.careers.ohio.gov/">http://www.careers.ohio.gov/</a> Internal State of Ohio Employees Only: <a href="http://www.myohio.gov">www.myohio.gov</a> . See below for instructions:
<b>OPEN DATE</b> <b>7/20/2023</b>  <b>CLOSE DATE</b> <b>7/29/2023</b>	If you need assistance or have any questions, feel free to contact: OhioMeansJobs-Ashtabula County, 2247 Lake Ave., Ashtabula, Ohio 44004. Phone: (440) 994-1234 Please complete the attached OMJ Employment Registration Form and return it to the OhioMeansJobs Center with the job title or job post number so we may assist you with your employment needs. (Attachment #2) Thank you and best of luck OhioMeansJobs Ashtabula County  <a href="#">Like us on Facebook</a> <a href="#">Follow us on Twitter</a>

