



RUNNELS COUNTY JOB POSTING

POSITION TITLE: Full Time / Road Hand

BENEFITS: Holidays, Vacation, Personal, Sick Leave, Retirement, Insurance

REPORTS TO: Commissioner Pct 4

SALARY: \$33,248.26 annually

EDUCATION AND EXPERIENCE REQUIREMENTS:

High School diploma or equivalent; Road Rebuilding
And general road repair .Be able to operate all heavy equipment, motor grader ,backhoe ,tractors, brush cutters , front end loader, drive large dump truck, use welders, cutting torch ,air compressor, hand tools and maintenance on all equipment.

DUTIES:

1. Road rebuild and general repair. Using heavy equipment including dump trucks, motor graders, front-end loaders, tractors. Hauling gravel and rock from pits. Spreading oil and rock.
2. Using hand tools, shovels, rakes, chain saw, axe. Haul and spread asphalt and sand oil. Install culverts, work with cement.
3. Drive truck to pick up gravel and rock. Drive oil truck and spread it.
4. Use tractor to clear right-of-ways and remove brush. Use backhoe and front-end loader to clean ditches. Use dump truck to haul silt away.
5. Use welder and mechanical tools to do maintenance on equipment, lawn mowers. Some precincts require vehicles maintenance, overhaul engines, transmissions, and whatever is required.

Applications may be picked up at:
Runnels County Pct 4 Commissioners Office
504 E 1st
Miles Tx 76861

Or download from Runnels County website – www.co.runnels.tx.us; Employment Opportunities tab
Applications **MUST** be returned by mail or hand delivered to the Runnels County Pct 4 Commissioner's Office. Deadline to submit application: Open until position is filled

RUNNELS COUNTY Commissioners OFFICE

Employment Application

Runnels County is an Equal Opportunity Employer

Position: Road Hand

DATE: _____

Position Available: January 2020

Please handwrite your application.

APPLICANT INFORMATION

Last Name	First	M.I.
Street Address		
City	State	Zip
Phone	E-mail Address	
Date Available		
Are you a citizen of the United States?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If no, are you authorized to work in the U.S.?
Have you ever worked for Runnels County?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, when?
Have you ever been convicted of a felony?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, explain.
If you have ever applied for a bond, has your application been rejected?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

(PROOF OF IDENTITY AND ELIGIBILITY WILL BE REQUIRED UPON EMPLOYMENT.)

EDUCATION

High School	Address	
Number of Years	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Major Subjects		
College	Address	
Number of Years	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Degree and/or Major Subjects		
College	Address	
Number of Years	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Degree and/or Major Subjects		
Other	Address	
Number of Years	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Degree and/or Major Subjects		
Other Course Work Applicable to this Type of Work:		

MILITARY SERVICE

Branch	From	To
Rank At Discharge	Type of Discharge	
If other than honorable, explain.		

REFERENCES

Please list three (3) references whom you have known for at least one (1) year.

*Full Name	Relationship
Address	Phone
Company	
*Full Name	Relationship
Address	Phone
Company	
*Full Name	Relationship
Address	Phone
Company	

PREVIOUS EMPLOYMENT

Provide employer information for the last 10 years and any other work history you feel is relevant to the position you have applied for:

Company	Phone	
Address	Supervisor	
Job Title	Ending Salary	
From	To	Reason for Leaving
Major Responsibilities		

Company	Phone	
Address	Supervisor	
Job Title	Ending Salary	
From	To	Reason for Leaving
Major Responsibilities		

Company	Phone	
Address	Supervisor	
Job Title	Ending Salary	
From	To	Reason for Leaving
Major Responsibilities		

Company	Phone	
Address	Supervisor	
Job Title	Ending Salary	
From	To	Reason for Leaving
Major Responsibilities		

DISCLAIMER AND SIGNATURE

I certify that the information in this application is correct to the best of my knowledge. I authorize any person, organization or company listed on this application to furnish you any and all information concerning my previous employment, education and qualifications for employment. I also authorize Runnels County to request and receive such information.

I understand that employment with Runnels County is subject to passing a drug and alcohol test. I understand that Runnels County is an "at will" employer, and that the county or employee is free to terminate employment with the other at any time with or without cause or notice.

Signature	Date
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