



TxDOT CAREERS
Connecting You With Opportunities!



Job Description

Student Highway Maintenance Tech - Scurry County - (2400349)

Position Information

TxDOT's Abilene District is looking for a few eager students to work in our intern program. These intern positions will primarily cover the summer months, beginning in May going thru August. In a few circumstances if schedule and availability allow, these positions may continue throughout the year.

These interns must be enrolled in high school or any institution of higher education, to include a trade/vocational school, whether attending in person or online. These positions will offer the opportunity to gain valuable work experience, a great opportunity to explore what TxDOT has to offer, expand your knowledge and skills, and possibly serve as a gateway to a future career with the agency. At TxDOT you will work with skilled and licensed professionals to develop and enhance job skills through practical application.

At TxDOT in the Abilene District, we have three core values: Safety for our employees and the traveling public, value our employees, and preserve our assets. We also strive to achieve a work-life balance and recognize the importance of your career as well as your home life. We offer a wide array of programs and activities including compressed work schedules, wellness leave incentive, career development programs, tuition assistance and many other benefits.

For a complete list of our total compensation package please visit our website at: [Hidden Benefits](#)

Also, check out a few of our employees' testimonies of why they've chosen TxDOT: [Why we choose TxDOT](#)

To view benefits available to all State of Texas employees visit: Benefits at a Glance | ERS ([Benefits-at-a-Glance](#))

Minimum Salary: 18.00 **Maximum Salary:** 18.00 **Pay Basis:** Hourly

FLSA Status: Nonexempt

Work Locations:

111 N AVENUE V
Snyder 79550

Travel: Yes, 25 % of the Time

Shift: Day Job **Shift Details:**40

Location Flexibility: Onsite

Benefits and Perks

At TxDOT, we value employee work-life balance. In keeping with our commitment to this value, our employees benefit from a wide array of programs and activities that include:

- Low Turnover
- Retirement Pension
- Alternative Work Schedules
- Paid Leave/Holidays
- Health Premiums paid at 100% for full-time employees
- On the Job Training
- Tuition Assistance Program
- Comprehensive Wellness Program/Wellness Leave Incentives
- Career Development Programs/Opportunities for advancement

For a complete list of our total compensation package please visit our website at: [Total Compensation Package](#)
To view benefits available to all State of Texas employees visit: [Benefits at a Glance \(ERS.texas.gov\)](#)

Description

Performs entry-level and routine maintenance work. Work involves physical labor tasks such as: plant and landscape maintenance, maintenance of comfort stations and rights-of-way, minor equipment repair, and assisting with roadway repair. Employees at this level perform assignments following specific instructions and are subject to frequent review by the immediate supervisor.

Essential Duties:

- Assists in repairing and erecting signs and repairing drums and/or barricades; as required moves items related to these duties.
- Assists in warehousing and supply functions.
- Assists with repairs to potholes, roadway shoulders and edges, guardrails, signs, and other related work.
- Assists with traffic control to include placing and gathering cones, flagging traffic, and other related work.
- Operates light equipment. (Must be at least 18 years of age and have a valid driver's license.)
- Maintains picnic and rest areas, rights-of-way, maintenance yards and comfort stations.
- Move/picks up litter and roadway debris.
- Performs minor maintenance and repairs on equipment.
- Performs plant and landscape maintenance including trimming trees, brush and mowing, fertilizing and watering, as required moves items related to these duties.
- Performs some carpentry work.
- Performs some clerical duties.
- Repairs and installs posts and mailbox supports, as required moves items related to these duties.
- Performs other job responsibilities as assigned.

Qualifications

Minimum Qualifications:

Education: Must be a student in high school or other educational institution or accepted into a college, university or educational institution.

Other Conditions:

- Must be at least 16 years of age, a student currently enrolled in high school or any institution of higher education to include a trade/vocational school.
- Employees at least 18 years of age with valid driver's license may be assigned driving duties and may use power tools.

Physical Requirements and Working Conditions:

- Required to wear protective hard hat, or other personal protective equipment/devices.
- Subject to outside environmental conditions; no effective weather protection
- Medium work: Lift up to 50 lbs. at a time and frequently lift or carry objects up to 25 lbs.
- Balancing-walking, standing, crouching on various surfaces without falling
- Kneeling-bending legs at knee to come to a rest on knee(s)
- Lifting-raising objects from lower to higher position/horizontally to a different position
- Reaching-extending hand(s) and arm(s) in any direction
- Standing-prolonged periods of time
- Close Visual Acuity-work includes visual inspection of small defects/parts
- Close Visual Acuity-using measurement devices; and/or assembly or fabrication parts
- Visual Acuity-operate machines, such as drill presses, power saws, and mills

Conditions of Employment:

Please click this link to read the standard conditions of employment for all positions: [Standard Conditions of Employment \(TxDOT\)](#)

- This job has been identified as physically demanding and will require a pre-employment physical.
- Must pass a drug test prior to employment for safety impact positions. This is a Safety Impact position and will be subject to random drug testing.
 - *Please note that the Department of Transportation's Drug and Alcohol Testing Regulation – 49 CFR Part 40, at 40.151(e) – does not authorize “medical marijuana” under a state law to be a valid medical explanation for a positive drug test result for an employee in this position.*

Job School**Schedule** Part-time**Employee Status** Temporary**Job Type** Temporary Work**Job Level** Non-Management**Posting Date** Jan 29, 2024 **Unposting Date:** Ongoing**State Job Title/s:** Clerk III **State Job Code/s:** 0059**Military Occupational Specialty (MOS)**

TxDOT is committed to hiring veterans. To assist in determining whether your military experience may pertain to the minimum requirements for this position, Military Occupational Specialty (MOS) codes from each branch of the U.S. Armed Forces have been assigned to each state classification code/title where applicable. The MOS codes are grouped by occupational category.

To view the MOS codes please click on link below and click on the appropriate occupational category. Above the EEO/ADA field on job description page

<https://hr.sao.texas.gov/CompensationSystem/JobDescriptions>

Applicant Information

The Texas Department of Transportation is an Equal Opportunity/Affirmative Action Employer, and does not tolerate discrimination in the workplace. We are committed to a diverse and inclusive workplace. All employment is decided on the basis of qualifications, merit and business need.

If requested, reasonable accommodations will be made for persons with disabilities for any part of the employment process in accordance with the Americans with Disabilities Action of 1990.

Please click this link to read the information for applicants: [Additional Applicant Information](#)

