

# BRIDGE TENDER III

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**Department:** Public Works      **Reports To:** Region Supervisor  
**Division:** Roads/Drainage      **Location:** As assigned  
**FLSA Status:** Non-Exempt      **Classification:** Full-Time/Civil Service  
**Approved By:** Public Works Administrator      **Date of Approval:** October 2002  
**Pay Grade Level:** 3

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## JOB SUMMARY

Performs the opening and closing of movable span bridges in facilitation of marine vessel traffic, including performing complex maintenance of operation quarters and mechanical and electrical equipment of the bridge by performing the following duties.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

The essential duties and responsibilities include the following:

- Working on an assigned rotating work shift, opens and closes the assigned movable span bridge to facilitate passage of marine vessel traffic through bridge opening
- Monitors vehicular traffic and determines safe and timely closure of the bridge to roadway vehicles and pedestrians; ensures that all vehicular warning systems are activated in a timely manner to facilitate the vehicles approaching the bridge and allow adequate stop time
- Maintains radio contact with marine vessels to provide warnings and other advisements as to the operation of the bridge
- Listens for marine horn signals requesting passage by approaching marine vessels; closely watches waterways during inclement weather and fog conditions to ascertain distance of approaching vessels from bridge span and approximate time required to close vehicular traffic and open span for passage
- Inspects and performs minor maintenance activities to assigned bridge such as painting, general cleaning, etc.
- Maintains daily log on all bridge operations, including information on all repairs and maintenance activities, the number of marine vessels passing through the bridge and total daily vehicular traffic counts
- Reports equipment malfunctions and failures to supervisor; and remains at assigned bridge during operation failures to assist repair specialist/contractor

- Consults with marine vessel contractors and operators regarding operation of assigned bridge
- Analyzes and organizes clerical operations and procedures such as preparation of payrolls, personnel, information management, filing systems, requisition of supplies, and other clerical services
- Maximizes office productivity through proficient use of appropriate software applications
- Researches and develops resources that create timely and efficient workflow

Other duties may be assigned.

### **ADDITIONAL RESPONSIBILITIES**

- Performs duties of other bridge tenders on an as-needed basis
- Performs laborer duties as assigned by Region Supervisor
- All parish government employees in a declared emergency shall be considered essential personnel

### **SUPERVISORY RESPONSIBILITIES**

May supervise part-time, temporary, and permanent staff in the performance of job duties.

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions. Jobholders must be legally able to work in the United States.

**Education and Experience.** High school diploma or general education degree (GED); and three (3) to five (5) years related experience and/or training; or equivalent combination of education and training in the basic operation and maintenance of bridge tendering and associated facilitation of marine vessel traffic. Working knowledge of the operational hazards and associated safety precautions in the operation of a movable span bridge required.

**Language Skills.** Ability to read and comprehend moderately complex instructions, correspondence, and memos. Ability to write correspondence. Ability to effectively present information in one-on-one and small group situations to other employees and supervisors.

**Mathematical Skills.** Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurements, volumes, and distance.

**Reasoning Ability.** Ability to apply common sense understanding to carry out detailed and complex written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**Certificates, Licenses, Registrations.** Must possess a valid Driver's License and must obtain a valid Louisiana Driver's License within 30 days of employment.

#### **OTHER SKILLS AND ABILITIES**

- Ability to use repair equipment, such as wire cutters, wrenches, shovels, mobile radio, phone, and other various hand and power tools
- Must possess the ability to establish and maintain effective working relationships with other employees, supervisors, adjacent marine vessel contractors and companies, and the general public
- Must possess the ability to work on a 24-hour basis, especially before, during, and after inclement weather and hurricanes; and, during all hours of the day and night. Must possess the ability to work "overtime" on an as-needed basis
- Ability to deal courteously and effectively with the public, adjacent landowners, and other employees of the Lafourche Parish Government

#### **PHYSICAL DEMANDS**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and vibration. The employee is regularly exposed to precarious places and risk of electrical shock; and, is frequently required to sit, walk, stand, use hands to finger, handle, or feel; use feet to operate bridge controls, reach with hands and arms; and talk, hear, stoop, climb, and balance. The employee must occasionally lift and/or move up to 50 pounds; Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, color vision, and the ability to adjust focus.

#### **WORK ENVIRONMENT**

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions and occasionally exposed to outside weather conditions. The noise level in the work environment is occasionally noisy.