Dallas County

Roadside IRVM Intern

SALARY	$19.59 Hourly	**LOCATION**	Adel, IA
JOB TYPE	Seasonal	**JOB NUMBER**	DC00877-2
DEPARTMENT	Secondary Roads	**DIVISION**	Roadside IRVM
OPENING DATE	03/13/2026	**CLOSING DATE**	Continuous

Job Description

Under general supervision, assist with Integrated Roadside Vegetation Management related work including seeding, erosion control, brush removal and basic maintenance of equipment.

Job Duties:

SPECIFIC DUTIES: *to be performed satisfactorily with or without reasonable accommodation*

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

Participate in training and work related meetings as requested.
Attend work regularly at the designated time and place.

Integrated Roadside Vegetation Management

- Assist with noxious weed control including equipment set up, repair and maintenance. Help prepare spray mixtures using herbicides and adjuvants. Apply chemicals and maintain spray records. Operate flatbed truck, pickup truck, ATV and backpack-type equipment.
- Assist with reconstruction of diverse prairie plantings using hydroseeder (truck-mounted), tractor with seed drill, mechanical broadcaster or other means. Assist with ground preparation using UTV and implements. Assist with post-planting maintenance (mowing, pruning) as needed.
- Assists with erosion control projects including installation of erosion control blankets and other products. Uses staple guns to aid installation.
- Assist with native seed production activities including seeding, transplanting, weeding, spraying, mowing, and harvesting. Use a variety of hand and power tools to accomplish tasks.
- Assists with brush removal activities using saws, chipper and related equipment.
- Assists with wetland delineations for future construction projects and monitoring.

Qualifications:

MINIMUM EDUCATION, TRAINING AND EXPERIENCE:

High school graduate or equivalent. College level coursework in area of Natural Resources Management preferred.

Special requirements: Valid Iowa Driver's License and insurable under County liability coverage policy. Commercial Driver's License Class D and Certified Pesticide Applicator Category 6, or ability to obtain.

Supplemental Information:

The following Core Competencies apply to everyone and are essential to all jobs in the Secondary Road Department:

Accountability– Follows-up and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and county results.
Communication– Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
Customer Focus and Public Relations– Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
Initiative– Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
Safety– Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
Teamwork– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment; works cooperatively with others to achieve overall goals.

Knowledge of:

- Use of hand tools.
- Basic safe work practices.
- English language to include basic grammar, sentence structure, and punctuation.

Ability to:

- Make accurate calculations, keep accurate records and maintain organized documentation.
- Establish and maintain effective working relationships with co-workers, supervisors, contractors and members of the public.
- Represent Dallas County and perform duties in a professional, responsible and trustworthy manner.
- Use a computer and peripheral equipment for the purposes of word processing, CAD drafting, GIS mapping, data entry, spreadsheets, email and the Internet.
- Operate common office equipment such as calculators, fax machines, photocopiers and multi-line telephones.
- Be detail oriented when completing work assignments.
- Use equipment related to civil engineering, surveying and roadside maintenance including hand tools such as a hammer, spade, shovel, pick axe, axe, saws and hand seeders.
- Operate an automobile, pick-up and/or larger trucks.
- Handle low to moderate levels of stress, meet deadlines and solve problems appropriate to the position.
- Organize and present facts, ideas and opinions clearly and concisely, orally and in writing.
- Have clarity of speech and hearing which permits effective communication.
- Understand and follow oral and written instructions.
- Have sufficient manual dexterity to make handwritten notations and which permits use of a keyboard, mouse and hand tools.
- Have sufficient vision which permits moderate production and review of a wide variety of materials both in electronic and hard copy forms.
- Occasionally lift, carry, push and/or pull up to 100 pounds.
- Safely perform a variety of physical tasks associated with road construction, roadside maintenance and repair, including bending, stooping, kneeling, squatting, climbing, twisting, crawling, reaching and sitting.
- Stand and walk frequently, sometimes on uneven and unstable surfaces such as at construction sites, and roadway or ditch embankments.
- Endure exposure to adverse weather conditions and terrains while conducting field work.
- Work flexible schedule and overtime as needed.

The above statements are intended to describe the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as an exhaustive list of all responsibilities, duties and skills required of employees assigned to this job.

The job description does not constitute an employment agreement between the employer and employee and is subject

to change by the employer as the needs of the employer and requirements of the job change.

Dallas County is an Equal Opportunity Employer.
Women, minorities and persons with disabilities are encouraged to apply.

Dallas County participates in E-Verify.

Employer

Dallas County

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Phone

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Website

http://dallascountyiowa.gov