

## OCCUPATION DESCRIPTION

Title: Laborer

Classification: This job title is in the Grounds Maintenance/Cemetery

Responsible to: Department Head or his Designee

Normal Working Hours: Monday through Friday, 7:00 am to 3:00 pm. Hours could include work call-outs after 3:00 pm, weekends and holidays. Shift changes during winter/summer.

### QUALIFICATIONS

Completion of secondary education (high school or GED), plus six months of full-time laborer experience.

Must possess a valid Ohio Commercial Driver's License "B" plus appropriate endorsements.

### LICENSURE OR CERTIFICATION REQUIREMENTS

Possession of valid Ohio Commercial Driver's License "B" plus appropriate endorsements. Suspension of CDL at any time could terminate your employment. Must qualify for and remain insurable under the City's vehicle insurance policy.

### MINIMUM ACCEPTABLE CHARACTERISTICS

**Knowledge of:** safety practices and procedures, department policies and procedures, maintenance and repair, proper lifting techniques, sewer construction, maintenance and repair, storm sewers and ditches installation, maintenance and repair.

**Skills:** snowplow operation, use or operation of light equipment, use of bench and/or hand tools, use or operation of power tools. Capable of operating one ton dump trucks.

**Ability to:** interpret a variety of instructions in written, oral, picture or schedule form, communicate effectively via e-mail and word documents, cooperate with co-workers on group projects, perform heavy manual labor, travel to and gain access to work site.

### ESSENTIAL FUNCTIONS OF THE POSITION

Operates a variety of equipment utilized to repair and maintain municipal streets, sewers and waterlines, e.g., truck, tractor-mower, front-end loader along with any other equipment deemed necessary to complete job.

Performs a variety of unskilled and semi-skilled work associated with the maintenance and repair of city buildings and grounds, municipal streets, sewers and waterlines, e.g., cuts grass and weeds, repairs streets, berms and sidewalks, repairs or replaces manholes and catch basins, helps repair fire hydrants, waterlines, water valves and sewer lines, assists with the painting and marking of streets, flags traffic, loads limbs and trash onto trucks.

Transports tools and equipment to and from work locations, loads and unloads tools and equipment, erects barricades.

Operates a truck and snow plow in order to assist with snow and ice removal on City streets and bridges. Parking lots and cemeteries.

Maintains required licensures and certifications.

Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

#### OTHER DUTIES AND RESPONSIBILITIES

Works on landscaping projects, cleans buildings and empties trash, paints interior and exterior walls and trim, completes building maintenance and repair tasks, may operate other equipment for which the employee is qualified during emergency situations, performs other duties as required and requested.

#### EQUIPMENT OPERATED (the following are examples only and are not intended to be all inclusive)

Dump truck, front-end loader and other light motorized equipment, jackhammer, tamper, chain saw and other power tools and assorted hand tools.

#### INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS

The employee:

Ascends and/or descends ladders, stairs and scaffolds, works in confined spaces, works in areas in which the means of egress is or can be obstructed, works on or around powered platforms and/or vehicle mounted platforms, is exposed to environmental conditions which may result in injury from fumes, odors, dusts, mists, gases and/or poorly ventilated work areas, is exposed to possible injury from noisy conditions above 85db, is exposed to possible injury from hazardous gases, chemicals, flammable or air contaminants, is exposed to possible injury from hazardous waste, is exposed to possible injury as a result of electrical shock, is exposed to possible injury as a result of working with moving mechanical parts of equipment, is exposed to possible injury as a result of falling from high places, has exposure to hot, wet, humid or windy weather conditions, has exposure to shaking objects or surfaces, has exposure to hazardous driving conditions, works rotating shifts, has exposure to second-hand smoke, lifts and carries up to one hundred (100) pounds of weight.

