



## Job Description

### LABORER

**Department:** Service Department  
**Civil Service Status:** Classified, non-exempt  
**Employment Status:** Full time  
**Reports To:** Jon Montgomery, Director of Public Works

### SUMMARY

The Laborer position performs a variety of unskilled and semi-skilled work associated with the maintenance and repair of municipal streets, sewers and waterlines. This position reports to the Director of Public Works or designee. Regular working hours are Monday through Friday, 7:00 am to 3:00 pm with the potential for work call-outs after 3:00 pm, weekends and holidays.

### QUALIFICATIONS

Completion of secondary education (high school or GED), plus six (6) months of full-time laborer experience.

### NATURE AND SCOPE

Operates a variety of equipment utilized to repair and maintain municipal streets, sewers and waterlines. Helps repair fire hydrants, waterlines, water valves and sewer lines;

Repairs or replaces manholes and catch basins;

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;

Operate a truck and snow plow in order to assist with snow and ice removal on City streets and bridges;

Other duties may include working on landscaping projects, cleaning buildings, empty trash, paint interior/exterior walls and trim, building maintenance and repair tasks;

May operate other equipment for which the employee is qualified during emergency situations;

Meets all job safety requirements and all applicable PERRP safety standards that pertain to essential functions;

Performs other duties as required and requested.

**KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of best safety practices and procedures, department policies and procedures, road construction, maintenance and repair, water distribution systems and components, proper lifting techniques, sewer construction, sanitary and storm sewers and ditch installations, maintenance and repair.

Must be skilled in snowplow operation, use or operation of light equipment, use of bench and/or hand tools, and use or operation of power tools.

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.

**EQUIPMENT OPERATED**

The following are examples only and are not intended to be all inclusive: dump truck, front-end loader, tractor-mower, sewer vac, and other light motorized equipment, jackhammer, tamper, chain saw and other power tools and assorted hand tools.


**PHYSICAL DEMANDS AND WORK CONDITIONS**

- Ascends and/or descends ladder, stairs, and scaffolds.
- Lifts, carries, pushes, and pulls up to 100 pounds of weight.
- Works in confined spaces.
- May have contact with angry individuals.
- Exposure to environmental conditions which may result in injury from fumes, odors, dusts, mists, gases and/or poorly ventilated work areas.
- Exposure to noisy conditions above 85 dB.
- Exposure to possible injury from hazardous gases, chemicals, flammables or air contaminants.
- Exposure to possible injury due to unclean or unsanitary conditions.
- Exposure to possible injury as a result of working around moving mechanical parts of equipment or machines.
- Exposure to possible injury from explosions.
- Exposure to possible injury as a result of falling from high places.
- Exposure to hot, cold, wet, humid or windy conditions.
- Exposure to hazardous driving conditions.
- Exposure to shaking objects or surfaces.

*In accordance with the U.S. Department of Labor exertion levels, this is considered Heavy Work.*

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**Job Description Approval:**

  
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Authorized Signature

7/5/2023  
\_\_\_\_\_  
Date