



LABORER

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications may not include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.

DEFINITION

Under close supervision, performs a variety of routine, heavy labor and unskilled manual tasks; learns to perform the more skilled tasks of the assigned division; and operates motorized equipment in a training capacity.

DISTINGUISHING CHARACTERISTICS

This is the entry-level class for maintenance positions in both the Water and Street & Sewer Division. Employees hired in this position may reasonably expect promotion to the maintenance work class upon completion of one year's satisfactory service, completion of probation, obtaining a class B drivers license, and for the Street and Sewer Division, passing a CWEA Grade 1 test, and for the Water Division, passing a DHS Grade D-1 test.

Street & Sewer Division

Essential Duties:

Works with the following crews: Sign and Paint Crew; Paving Crew; Pot Hole Crew; Service Repair Crew; Pump Station Maintenance and Repair Crew; Sweeper Pile Crew; Sewer Rodder Crew and Hydro Jet Crew. Assists in laying pipe and sewer lines; sweeps and cleans roadsides, gutters, curbs, culverts, catch basins and other drainage structures; removes debris and undergrowth; assists in setting forms and mixing and pouring concrete; assists in raking, smoothing and tamping repaired patches; assists in the maintenance of mechanical equipment; assists in the layout of traffic patterns on streets and in the operation of painting equipment; cleans mechanical equipment and basic tools used on the job. Assists in maneuvering and driving hydro-jet truck and other equipment associated with this operation. Assists in preventative maintenance and unblocking of sewers using mechanical and hydro-jetting.

Other Duties: Serves as flag person when working in traffic and works in confined spaces.

Water Division

Essential Duties: Assists in laying pipe and water lines; assists in making taps and connections to mains; assists in the maintenance of mechanical equipment; cleans mechanical equipment and maintains basic tools used on the job.

Other Duties: Serve as flag person when working in traffic; read water meters and assist water service worker; work in confined spaces.

ESSENTIAL QUALIFICATIONS (*The following are minimal qualifications necessary for entry into the classification.*)

Knowledge of:

Uses and purposes of designated hand tools employed in basic laboring work, safety precautions and practices, basic math and sufficient English to follow instructions and learn to write work reports.

Ability to:

Learn safety practices necessary in working on public thoroughfares; learn geography of the city; read and interpret plans and city block book maps; take notes and instructions and complete them accordingly; learn to perform semi-skilled and skilled duties in the assigned division.

Skills:

Ability to safely and efficiently use air and hand tools, hydraulic tools, jackhammers, and power and automotive equipment in a training capacity.

License:

Possession of a valid Class C driver's license issued by the DMV, and the ability to obtain a Class B driver's license upon the end of a one year probationary period. Applicant must have a clean driving record.

Have a good driving record:

Applicants must have an acceptable driving record defined as follows:

In the last **FIVE** years:

- No more than 3 moving violations
- No accidents where applicant was at fault
- No outstanding warrants for failure to appear

In the last **SEVEN** years:

- No convictions for reckless driving
- No convictions for driving under the influence of alcohol or drugs

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS

Street & Sewer Division

Ability to perform heavy manual labor including lifting and carrying heavy objects for short distances weighing up to ninety (90) pounds, including manhole covers; perform the pulling, pushing, twisting and bending needed for rodding sewer; work outdoors in adverse weather; perform pick and shovel work in digging, widening and backfilling; assist in the cleaning of sewers which includes working in raw sewage.

Ability to stand and walk for considerable periods of time; twist the upper body; perform moderate amounts of crouching, stooping, and squatting. Ability to climb ladders and to climb into confined spaces; to work weekends and evenings as necessary, and to establish and maintain cooperative working relationships with those contacted in the course of work. Sufficient vision,

hearing and stamina to perform the above job duties, and use of proper safety and hearing equipment when using noisy and dangerous equipment.

Water Division

Ability to perform heavy manual labor including lifting and carrying heavy objects for short distances weighing up to 90-pounds including large meter box covers; climb ladders; perform moderate amounts of crouching, squatting and stooping; perform pulling, twisting and bending; work outdoors in adverse weather; perform pick and shovel work in digging, widening and backfilling.

Ability to stand and walk for considerable periods of time; twist the upper body; perform moderate amounts of crouching, stooping, and squatting. Ability to climb ladders and to climb into confined spaces; to work weekends and evenings as necessary, and to establish and maintain cooperative working relationships with those contacted in the course of work. Sufficient vision, hearing and stamina to perform the above job duties, and use of proper safety and hearing equipment when using noisy and dangerous equipment.

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LABORER
AFSCME 829 MAINTENANCE UNIT
NON-EXEMPT
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