

LABORER/CUSTODIAN - DEPARTMENT OF PUBLIC WORKS

GENERAL STATEMENT OF DUTIES

Performs a variety of unskilled or semi-skilled maintenance work, and operates a variety of equipment in the construction, operation, repair, maintenance, and replacement of City water, sewer, street, and storm drainage facilities and systems.

SUPERVISION RECEIVED

Works under the direction of the Public Works Superintendent or an employee of a higher grade.

ESSENTIAL FUNCTIONS

- Performs required labor involving physical strength and agility in construction and maintenance projects as part of a crew, including pavement cutting; ditch digging; manhole and line cleaning; main and pipe repair; laying and backfilling; sidewalk, curb and gutter installation; and streets, alleys, and gutter cleaning.
- Operates a variety of power construction and maintenance equipment used in the water, sewer and street department.
- Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment, gravel and sand.
- Fill holes in street with asphalt and stone; mix and pour concrete.
- Shovel snow, dirt and other materials.
- Place and remove road barricades and flares.
- Assist in the fabrication and installation of traffic signs and in the painting of street and traffic lines and markers.
- Perform minor building and grounds maintenance and cleaning work.
- Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
- Performs all duties in conformance to appropriate safety and security standards.

OTHER FUNCTIONS

- Prepare flower beds for planting

- Assist in servicing automotive and other equipment.
- Wash and clean vehicles.

Note: The functions listed above illustrate the various types of work that may be performed. The omission of a specific statement of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

JOB REQUIREMENTS

Education and Experience:

- Graduation from high school education or GED equivalent, and
- Any equivalent combination of education and experience.

Necessary knowledge, skills and abilities:

- Demonstrated knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
- Demonstrated skill in operation of tools and equipment: motorized vehicles and equipment, including dump truck, pickup truck, utility truck, tamper, plate compactor, saws, pumps, compressor, sanders, generators, common hand and power tools, shovel, wrenches, detective devices, mobile radio, telephone, power mowers.
- Ability to perform heavy manual tasks for extended periods of time; ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS

- Valid State Driver's license and CDL certification Group B with air brakes and N-Tank Vehicle endorsement.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, tamper, plate compactor, saws, pumps, oil propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

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

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud.

Revised 7/17/20