

CITY OF FREMONT
An Equal Opportunity Employer

POSITION DESCRIPTION

Class Title: Laborer I	Position Title: Laborer I
Class Number:	Employee Name:
Dept./Division: Water and Sewer Maintenance	Civil Service Status: Classified
Reports To: Foreman	Employment Status: Full-time
Pay:	FLSA Status: Non-exempt

QUALIFICATIONS:

Any combination of training and work experience which indicates possession of the knowledge, skills, and abilities listed below. An example of an acceptable qualification for this position:

Any combination of education or training and experience which evidences the basic knowledge of safety practices and procedures and the operation of equipment; possession of a valid Ohio driver's license. May be required to obtain a valid Ohio Commercial Driver's License.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Valid Ohio driver's license.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive.

Tapping machines, hydrastop, jack hammer, air compressor, dump truck, pick-up truck, step van, power tools, hand tools, dumpster.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

For purposes of O.R.C. 4167.

The employee: works with and around motorized equipment, hand and power tools; works with and around chemicals and liquid fuels; works under adverse weather conditions; is exposed to dust, dirt, and fumes; is exposed to noise and traffic; may occasionally lift and move heavy objects.

Note: In accordance with the U.S. Department of Labor physical demands strength ratings, this is considered heavy work.

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JOB DESCRIPTION AND WORKER CHARACTERISTICS:
JOB DUTIES in order of importance

ESSENTIAL FUNCTIONS OF THE POSITION: For purposes of 42 USC 12101.

1. May perform unskilled construction, maintenance and repair functions; trims trees and bushes; sweeps, shovels or rakes building or grounds; operates hand mowers and weed eater to maintain outside grounds; paints inside and outside of plant and remote structures; operates various types of automotive equipment as assigned; loads and unloads materials as needed; cleans drainage structures by hand; collects garbage from containers and dumps same into trucks; cleans underground treatment tanks with fire hose; cleans underground elevated storage tank pits; opens and closes valves as required.
2. Performs facility, equipment and supplies functions; performs preventative maintenance of facility and equipment; performs routine cleaning and maintenance of facility and equipment; restocks paper products and supplies; mops and sweeps floors, vacuums carpets, and dusts; performs routine maintenance and minor repair of vehicles and equipment.
3. Assists maintenance or operations personnel in an unskilled manner, as needed.
4. Maintains personal and professional competence and awareness; maintains required licenses.
5. Performs duties of co-workers as workload dictates.
6. Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.
7. Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

1. Performs other duties as required.

MINIMUM ACCEPTABLE CHARACTERISTICS: (*indicates developed after employment).

Knowledge of: departmental policies and procedures*; safety practices and procedures; vehicles, tools, equipment and supplies used in utility construction, maintenance and repair; techniques and methods used in grounds maintenance activities; utility construction, maintenance and repair; techniques and methods used in street maintenance repair; custodial methods and techniques.

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Skill in: motor vehicle operation.

Ability to: perform heavy manual labor for extended periods of time in often adverse weather conditions; use hand tools in performing routine equipment maintenance and repair; carry out simple instructions; cooperate with co-workers on group projects; tactfully handle some public contacts.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My signature below signifies that I have reviewed and understand the contents of my position description.

(Approval of Appointing Authority)

(Date)

(Employee Signature)

(Date)