

CITY OF FREMONT

An Equal Opportunity Employer

POSITION DESCRIPTION

Class Title:	Laborer	Position Title:	Laborer
Class Number:		Employee Name:	
Dept./Division:	Parks	Civil Service Status:	Unclassified
Reports To:	Park Superintendent	Employment Status:	Seasonal Part-time
Pay:	Ordinance	FLSA Status:	Non-exempt
		DOL/O*Net Code:	899.684-046/37-3011.00

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:

Must be at least 18 years of age at time of appointment. Knowledge of parks and recreation facilities, equipment, and ball field needs and/or completion of secondary education (high school or GED) preferred.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Must possess a valid Ohio driver's license; must meet the requirements for being insured by the City's insurance provider.

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

Mowers, trucks, saws, and other related hand and power tools.

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; exerts up to 100 pounds of force occasionally (occasionally: activity or condition exists up to 1/3 of the time) and/or up to 50 pounds of force frequently (frequently: activity or condition exists from 1/3 to 2/3 of the time) and/or up to 20 pounds of force constantly (constantly: activity or condition exists 2/3 or more of the time) to lift, carry, push, pull, or otherwise move objects.

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

In cases of emergency, unpredictable situations, and/or department needs, required to lift, push, pull, and/or carry objects heavier than DOL strength ratings recommend.

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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.

Under direction of Parks Superintendent, performs a variety of unskilled and semi-skilled laborer tasks in order to assist with the maintenance of parks and other city facilities or property (e.g., sprays weeds and grasses; mows grass using power mowers; cuts weeds; landscapes; maintains ball fields; gathers and removes litter; cleans and maintains buildings including shelter houses and restrooms; disposes of trash or waste materials; uses hand tools, such as shovels, rakes, pruning saws, saws, hedge or brush trimmers, etc.; cleans ditches; removes snow; trims and cuts trees; pours and finishes concrete; etc.); drives motor vehicle following City policy and procedure and all applicable motor vehicle laws.

Inspects equipment prior to operation in order to ensure such equipment is safe to operate.

Maintains and repairs city tools and equipment to ensure good working order of tools and equipment.

Maintains proper communication with supervisor (e.g., reports any accidents or incidents to Parks Superintendent, reports any equipment in need of attention to Parks Superintendent, etc.); reviews schedule of all rentals throughout the week and weekends for consideration in determining work task priorities.

Maintains required licensure and certification.

Demonstrates regular and predictable attendance.

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

OTHER DUTIES AND RESPONSIBILITIES:

1. Performs other duties as required.

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

Knowledge of: department policies and procedures; safety practices and procedures; base placement and ball field care.

Skill in: light equipment operation; use of bench and/or hand tools.

Ability to: carry out instructions in written, oral, or picture form; travel to and gain access to work site; recognize safety warnings; perform heavy manual labor for extended periods of time in often adverse conditions; demonstrate manual dexterity; work nights, weekends and some holidays; use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without 'giving out' or fatiguing; keep your hand and arm steady while moving your arm or while holding your arm and hand in one

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position; bend, stretch, twist, or reach with your body, arms, and/or legs; exert maximum muscle force to lift, push, pull, or carry objects; see details at close range (within a few feet of the observer); exert yourself physically over long periods of time without getting winded or out of breath; coordinate two (2) or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting, standing, or lying down (does not involve performing the activities while the whole body is in motion).

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 (employee) signature below signifies that I have read and fully understand my position description, and that I agree to abide by the requirements set forth. I will perform all of the duties and responsibilities. I understand that it is my responsibility to inform my supervisor at any time that I am unable to perform these activities.

(Approval of Appointing Authority)

(Date)

(Employee Signature)

(Date)