

**JOB DESCRIPTION
CITY OF ELDRIDGE**

TITLE: LABORER

DEPT.: PUBLIC WORKS

FLSA: NON-EXEMPT

JOB SUMMARY:

Under the general supervision of the Public Works Director and Crew Leaders, the Laborer performs general maintenance, works on special projects and general work activities of the City's streets, alleys, roads, grounds, parks, and equipment as directed. The Laborer carries out work on city streets, sidewalks, parks, sewers, and other public areas. The Laborer will also work in conjunction with assignments in the City's other departments.

ESSENTIAL FUNCTIONS:

Participates in the work of a group of workers engaged in performing routine repairs and maintenance activities on streets, sewers, parks and other municipal facilities. Performs duties requiring semi-skilled operation of equipment such as, but not limited to the following: heavy trucks, weed sprayer, snow plows, tractors, backhoe, sewer jetting / televising equipment, and UTVs. Performs routine maintenance and also some special maintenance and repair of all equipment listed above. Haul rock, gravel, dirt, sand, snow, etc. for various jobs as needed. Fill potholes on city streets. Mow weeds and grass including ditches, parks, city facilities, and any other designated areas. Clean main line sewers and televise areas as needed. Assist in painting stripes, spraying weeds, trimming trees, repairing streets and catch basins, etc., as needed. Performs duties associated with plowing and/or loading snow, salting, and sanding streets as instructed. Operate any related equipment in the street, park and sewer maintenance field. Install and maintain all traffic and street signs. Assist water and electric departments in cases of emergency situations or as may be assigned. Performs any related or unrelated work as required.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Knowledge of the operating characteristics and ability to use various tractors with attachments, mowers, weed eaters, chain saws, hedge trimmers, power washers, ladders, and hand tools used in various street and grounds maintenance functions. Ability to perform a variety of laboring and semi-skilled tasks in the operation, maintenance and repair of various types of equipment and structures. Ability to work with contractors and vendors in a professional and business manner. Ability to follow written and oral directions. Regular attendance. Ability to deal with fellow employees and the public tactfully and courteously.

WORKING CONDITIONS and REQUIREMENTS

Outside and inside work in all types of weather. Involves and requires frequent standing, walking, sitting, stooping, crouching, reaching, and handling. Work requires moderate physical strength moving, lifting, carrying objects, tools, and chemicals customarily weighing up to 50 lbs or more. Requires vision correctable to 20/20 and hearing correctable to within normal adult range. Moderate exposure to moving parts, shock, burns, toxic and non-caustic agents and similar work hazards. Requires extensive eye/hand/foot coordination, manual dexterity and motor coordination in the operation, maintenance and repair of equipment and facilities. Must possess a high school education or G.E.D. and a valid Iowa Driver's License, including a Class A Commercial Driver's License within first year of employment. Position is subject to random drug testing per City's current testing policy. Must obtain commercial pesticide applicator's license from the State of Iowa within first year of employment.

DISCLAIMER:

All duties and requirements of this job classification have been determined by the employer to be essential job functions consistent with the ADA requirements and are representative of the functions that are necessary for successful job performance. They do not, however, reflect the only duties required. Employees in this job classification will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose or intent of the position.

ACKNOWLEDGEMENT

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements, and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the City of Eldridge reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the City of Eldridge. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the City of Eldridge has a similar right.

Employee's signature

date

Department Head

Date