

JOB DESCRIPTION

City of Hillsboro

An Equal Opportunity Employer

<u>Title</u>	Street Department Laborer
<u>Reports To:</u>	Street Department Superintendent
<u>Employee Status:</u>	Full-time
<u>FLSA Status</u>	Non-Exempt

QUALIFICATIONS:

1. High school diploma or general education degree (GED).
2. Training and/or experience in maintenance and/or construction.
3. Obtains Valid Commercial Driver's License (CDL) with the appropriate Class B endorsement within six months of employment

GENERAL DESCRIPTION:

Under general direction, performs a variety of skilled labor tasks (e.g., plumbing, carpentry, landscaping, painting, etc.) and performs a variety of semi-skilled tasks (e.g., street repairs, sign repairs, snow and ice removal, leaf and tree removal, mowing, etc.).

ESSENTIAL FUNCTIONS:

1. Performs a variety of skilled labor tasks (e.g. plumbing, carpentry, landscaping, painting, cement, etc.).
2. Performs a variety of semi-skilled labor tasks (e.g., street repairs, street signs and markers, cross walks, snow/ice removal, leaf/tree removal, mowing, storm sewer line and catch basin installation and repair, etc.).
3. Operates equipment (e.g., dump truck, front-end loader, chain saws, rollers, mower, manual tools, power tools, tractor, bush hog, Dura- patch machine, jet-vac truck, etc.)
4. Uses hand implements (e.g., rakes, shovels, painting equipment, wheelbarrow, etc.) to perform unskilled manual labor (e.g., shovel dirt, snow, or rake leaves, paint park equipment, plant trees, shrubs and flowers, load and unload trucks by hand, remove weeds, remove debris, spread salt by hand, trash and dead animal pick-up, etc.
5. Flags ongoing traffic at project sites, lays out temporary road markings (e.g., cones, barrels, signs, etc.); paints street markings (e.g., cross walk, stop lines, etc.).
6. Performs routine maintenance or minor repair to equipment (e.g., lubricates, cleans, etc.).
7. Lifts up to seventy-five (75) pounds and moves a distance of thirty (30) yards.
8. Inventories department equipment, supplies and materials.
9. Inspects designated City facilities.
10. Follows all department safety and health policies and procedures.

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11. On call twenty-four (24) hours a day, seven (7) days a week.
12. Maintains required licenses and/or certificates.
13. Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

1. Attends workshops or seminars related to duties performed.
2. Performs other duties as assigned by supervisor.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: City policies and procedures; department goals and objectives; inventory control; safety practices and procedures; road construction, maintenance, and repair; general construction, maintenance, and repair; storm sewer construction; maintenance, and repair; equipment, chemicals, and other materials used in custodial services; workplace safety.

Skill in: Tractor, bush hog, Dura-patch machine, Jet-vac truck, dump truck; bucket truck; paint machine; loader; bobcat; answering telephone. Vehicle and heavy equipment operations and maintenance; answering telephone.

Ability to: Carry out simple instructions; deal with problems involving few variables within a familiar context; recognize unusual or threatening conditions and take appropriate action; communicate effectively; recognize safety warnings; read individual words; develop and maintain effective working relationships; lift up to seventy-five (75) pounds a distance of thirty (30) yards; perform heavy manual labor for extended period of time in often adverse conditions; travel to and gain access to work site.

EQUIPMENT OPERATED:

Dump truck, bucket truck, paint machine, plasma cutter, loader, welder, bobcat, tractor, bush hog, and mower, telephone.

PHYSICALLY DEMANDING AND HAZARDOUS WORKING CONDITIONS INHERENT IN THIS JOB DESCRIPTION:

The employee must negotiate, use, or work with or in the vicinity of:

1. Portable metal ladders.
2. Fixed ladders.
3. Scaffolding.
4. Vehicle-mounted elevating and rotating work platforms.
5. Compressed gases (argon).
6. Acetylene.

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7. Oxygen.
8. Flammable and combustible liquids.
9. Storage and handling of liquefied petroleum gas.
10. Hazardous waste operations involving emergency response operations for release of or threats of release of hazardous substances (motor oil).
11. General requirements for use, care, and limitations of personal protective equipment.
12. Fall protection for employees system requirements to eliminate fall hazard.
13. Eye and face protection due to potential exposure to flying objects, impact, and other hazards.
14. Respiratory protection due to potential exposure to airborne contaminants.
15. Occupational head protection due to potential impact to the head from objects, electricity, and other hazards (required only when hazards are present or likely to be present).
16. Occupational foot protection due to potential impact of objects, compression, and other hazards to the feet.
17. Hand protection.
18. Permit-required and non permit-required confined spaces.
19. Machines and equipment which could accidentally become energized (lockout/tagout).
20. Medical and First Aid.
21. Portable Fire Extinguishers.
22. Handling of material and supplies (includes mechanical handling equipment, the manner in which things are stored, and housekeeping).
23. Powered industrial truck.
24. Sling.
25. General equipment for safe use of tools and guarding.
26. Woodworking equipment.
27. Abrasive wheels.
28. Hand and portable tools.
29. Guarding of portable power tools.
30. Jack stands.
31. Oxygen-fuel gas welding and cutting.
32. Arc welding and cutting.
33. Electrical wiring.
34. Installation of wiring of cables, and other equipment which transmits electricity.
35. Air contaminants.
36. Lead, including lead based paints or lead from other sources.
37. Human blood or other potentially infectious materials.
38. Hazardous chemicals.
39. Construction activities.
40. Fall protection – construction.
41. Aerial lifts.
42. Vehicle on construction site.
43. Construction-type material handling equipment.

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44. Excavation activities.

GENERAL DUTY: SAFETY AND HEALTHFUL WORKPLACE

The employee:

1. Works in or around crowds.
2. Has contact with potentially violent and/or emotionally distraught persons.
3. Has exposure to potentially vicious animals.
4. Has exposure to hot, cold, wet, humid or windy weather conditions.
5. Has exposure to hazardous driving conditions.
6. Has exposure to shaking objects or surfaces.

PERFORMANCE EVALUATION:

Per the City of Hillsboro's contract and/or policy manual.

This job description in no matter states or implies that these are the only duties and responsibilities to be performed by the incumbent who will be required to follow other instruction and perform any duties required by the position's supervisor, Safety Service Director, or Mayor.

Approved by Mayor of Safety Service Director

Date

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I understand, and will perform to the best of my ability, the job duties and requirements specified in this job description.

Employee's Signature

Date