

City of Fostoria Job Description

Job Title: Laborer
Department: Sewer Maintenance
Reports To: Sewer Maintenance Foreman
FLSA Status: Nonexempt
Prepared By: CLD
Prepared Date: 12/15/97-1/15/98-6/16/98-(5/26/99)
Approved By: RP/RLR
Approved Date: June 4, 1999

SUMMARY

Works on sewer lines, catch basins and manholes, by transferring from one task to another where demands require worker with varied experience and ability to work without close supervision by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Responds to citizens complaints relative to sewer problems.

Reads and interprets sewer line maps and construction drawings.

Measures distances from grade stakes, drives stakes, and stretches tight line.

Bolts, nails, aligns, and blocks up under forms.

Signals operators of construction equipment to facilitate alignment, movement, and adjustment of machinery to conform to grade specifications.

Levels earth to fine grade specifications and applies grass seed as required.

Mixes concrete. Smooths and finishes freshly poured cement or concrete.

Positions, joins, aligns, and seals pipe sections.

Erects scaffolding, shoring, and braces.

Mops, brushes, or spreads paints or bituminous compounds over surfaces for protection.

Applies caulking compounds by hand or with caulking gun to seal crevices.

Grinds, sands, or polishes surfaces such as concrete, marble, terrazzo, or wood flooring.

Saws lumber, dismantles forms, removes projections from concrete, mounts pipe hangers.

Operates a tractor/backhoe; front end loader; street sweeper; air compressor; vactor truck; dump truck and other vehicles to perform tasks.

Uses small hand tools such as hammers, saws, grinders, etc., to perform tasks.

Performs confined space entries as required.

Mixes mortar to prescribed mixtures and lays block and brick accordingly to finished grade.

Installs manhole/catch basin casting and sewer pipe to grade.

Performs all duties in accordance with prescribed safety rules.

SUPERVISORY RESPONSIBILITIES

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

*Commercial Drivers License, Class B, with air & tanker endorsement. **Must possess a Certificate of Completion for a Wastewater Collection System Operator 1 and be certified as a Wastewater Collection System Operator in accordance with OEPA Standards prescribed in OAC 3745-7-01 thru 16.

* May be acquired after hire. ** May be acquired after hire in accordance with the current labor agreement.

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 occasionally required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee must regularly lift and/or move up to 10 pounds, 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 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 is regularly exposed to outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment is usually loud.

Maintains effective working relationships with supervisors and co-workers.

An individual who poses a direct threat to the health and safety to himself/herself or others in the workplace will be deemed not qualified for this position.