

VILLAGE OF VERSAILLES

An Equal Opportunity Employer

POSITION DESCRIPTION

Class Title: Street Laborer I

Position Title: Street Laborer I

Dept./Division: Street

Employment Status: Full-Time

Reports To: Street, Water Distribution, Wastewater Collection System Foreman, and/or
Water and Sewer Plant Manager

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:

1. High school diploma or general education degree (GED).
2. Training and/or experience which evidences the basic knowledge of general maintenance and repair techniques
3. Commercial Driver's License (CDL) with a Class A & B endorsements (must be acquired by the end of six [6] month probationary period).
4. Valid Ohio driver's license.

GENERAL DESCRIPTION:

Under general direction, performs a variety of semi-skilled and unskilled labor tasks in maintaining public streets, sewer and water systems, and properties; operates light to heavy equipment in performing assigned duties.

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

Dump truck, refuse collection truck, front-end loader, skid loader, grader, roller, backhoe, pick-up truck, tractor, sewer jet machine, leaf machine, sewer rod machine, street sweeper, tow motor, cardboard baler, snow plow, forklift, digger derrick truck, trencher, air compressor, mower, weed trimmer, brush wood chipper, sludge injector, power tools, two-way radio.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

For purposes of O.R.C. 4167.

1. Floor openings, platforms and runways; stairs.
2. Fixed industrial stairs.
3. Portable metal ladders.
4. Fixed ladders.

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5. Noisy operations or activities.
6. Compressed gases (argon).
7. Acetylene.
8. Oxygen.
9. Flammable and combustible liquids.
10. Hazardous waste operations involving emergency response operations for release of or threats of release of hazardous substances (used 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 present).
16. Hand Protection.
17. Machines and equipment which could accidentally become energized (lockout/tagout).
18. Handling of material and supplies. (Includes mechanical handling equipment, the manner in which things are stored, and housekeeping.)
19. Powered industrial truck.
20. Derrick.
21. General requirement for safe use of tools and guarding.
22. Woodworking equipment.
23. Abrasive wheels.

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24. Hand and portable tools.
25. Guarding of portable power tools.
26. Jack stands.
27. Oxygen-fuel gas welding and cutting.
28. Arc welding and cutting.
29. Electrical wiring.
30. Installation of wiring of cables, and other equipment which transmits electricity.
31. Air contaminants.
32. Lead, including lead based paints or lead from other sources.
33. Human blood or other potentially infectious materials.
34. Hazardous chemicals.
35. Construction activities.
36. Fall Protection — Construction.
37. Vehicle on construction site.
38. Construction-type material handling equipment.
39. Excavations activities.

GENERAL DUTY: SAFE AND HEALTHFUL WORKPLACE

The employee:

1. Has exposure to potentially vicious animals.
2. Has exposure to life threatening situations.

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3. Has exposure to hot, cold, wet, humid or windy weather conditions.
4. Has exposure to hazardous driving conditions.
5. Has exposure to shaking objects or surfaces.

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

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

1. Performs a variety of semi-skilled labor tasks (e.g., street repairs, street signs and markers, snow/ice removal, street sweeping, refuse and brush collection, park and cemetery maintenance, black topping, leaf/tree removal, sewer line and catch basin installation and repair, etc.).
2. Operates equipment (e.g., dump truck, front-end-loader, grader, rollers, backhoes, manual tools, power tools, etc.).
3. Performs a variety of skilled labor tasks (e.g., plumbing, carpentry, electrical, fuse repair, landscaping, painting, cement, etc.).
4. Performs routine maintenance or minor repair to equipment (e.g., lubricates, cleans, etc.).
5. Performs wastewater collection system, storm sewer system, and water distribution system construction, maintenance and repairs.
6. Assists with refuse cardboard pick up.
7. Reads water meters and records information.
8. Inventories department equipment, supplies, and materials.
9. Inspects designated Village facilities.
10. Lifts up to one-hundred (100) pounds a distance of thirty (30) yards.
11. Follows all department safety practices and procedures.
12. Attends safety meetings or seminars.
13. Subject to being on call twenty-four (24) hours a day, seven (7) days a week.
14. Maintains required licenses and/or certificates.

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15. Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

1. Attends workshops or seminars related to duties performed.
2. Demonstrates and maintains satisfactory public relations.
3. Assists at the electric and water departments when there is reduced manpower.
4. Assists other Village departments and employees in performing their duties.
5. Performs other duties as assigned by supervisor.

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

Knowledge of: Village policies and procedures; safety practices and procedures; road construction, maintenance, and repair; general construction, maintenance, and repair; sewer construction, maintenance, and repair; tools used in maintenance and construction; water distribution systems, wastewater collection systems, storm sewer systems construction and maintenance.

Skill in: general painting, carpentry, masonry, and plumbing; operation of dump truck, backhoe, street sweeper, roller, paving box, snow plow, and trencher; power tools; two-way radio.

Ability to: interpret policies, procedures, and regulations; carry out simple instructions; deal with problems involving few variables within 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 100 pounds a distance of 30 yards; perform heavy manual labor for extended periods of time in often adverse conditions; travel to and gain access to work site; operate hand tools; work safely; exhibit and maintain satisfactory work ethics and public relations.

PERFORMANCE EVALUATION:

Per the Village of Versailles Policy Manual.

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This job description in no manner states or implies that these are the only duties and responsibilities to be performed by the incumbent who will be required to follow other instructions and perform any duties required by the position's supervisor, Village Administrator, Mayor, or designee.

Approved by Mayor or Designee

Date

Employee Signature

Date