

City of Ludlow
Position Description

CLASS TITLE: Public Works Laborer

FLSA CLASSIFICATION: Non-exempt

SUPERVISION: This position is under the moderate supervision of the Public Works Director.

SUPERVISION EXERCISED: None.

CHARACTERISTICS OF THE CLASS: This is semi-skilled work involved with performing manual duties in the maintenance, repair and minor construction of streets, public buildings, public water and storm sewer lines, city property/buildings and city vehicles. Individuals in this class perform a variety of duties ranging from simple manual labor to tasks involving the operation of motorized equipment and power tools. Work is usually performed outdoors.

ESSENTIAL FUNCTIONS: Ability to perform manual labor duties for extended periods of time often under adverse weather conditions; Ability to lift objects in excess of 25 pounds several times a day or as the job requires; Ability to work with dangerous machinery and sharp tools; Must be able to safely operate hand tools, small and heavy power tools and motorized equipment to perform labor tasks; Ability to follow, and provide, oral and written instructions in order to accomplish simple work tasks.

JOB DUTIES: Maintains and replaces sections of concrete and asphalt streets; Rods and cleans out storms sewers; Plows and salts city streets during inclement weather; Digs and back-fills trenches; Patches asphalt "potholes"; Digs out holes with manual or automatic digging tools; Assists in painting crosswalks and other traffic markings; Installation of traffic signs; Operates dump truck, bulldozer, backhoe, tractor or other heavy equipment as required by job duties; Maintains public vehicles; Maintains light and heavy power tools; Lifts objects in excess of 25 pounds many times a day; Assists in refuse collection; Maintains Public Works building in a safe and organized manner; Maintains park equipment; Mows, trims and edges grass and trees on all City owned right-of-ways including parks; Other duties as may be assigned.

DESIRABLE TRAINING AND EXPERIENCE: Graduation from high school, or equivalency, supplemented by basic experience in the performance of various manual labor, repair and maintenance activities in the field of construction; some experience and/or training in the operation of commonly used power tools and heavy machinery implements; or any combination of experience and training which provides the necessary knowledge, skills and abilities.

KNOWLEDGE AND SKILLS, AND ABILITIES REQUIRED: Ability to perform manual labor duties for extended periods of time often under adverse weather conditions; Ability to lift objects in excess of 25 pounds several times a day or as the job requires; Ability to work in places with dangerous machinery and sharp tools; Must be able to safely operate hand tools, small and heavy power tools and motorized equipment to perform simple labor tasks; Ability to follow instruction in order to accomplish simple work tasks; Knowledge of the principles concerning construction, maintenance and repair of buildings, roads, landscapes and infrastructures; Knowledge of occupational hazards and proper safety precautions; Communicate accurately with other city

employees, elected officials, government agencies and the general public; Must be familiar with federal, state, local laws and ordinances necessary in the operation of a city government; Ability to perform duties according to all city ordinances, Personnel Policy Manual, Kentucky Revised Statutes, Robert's Rules of Order and other necessary guidelines.

NECESSARY SPECIAL REQUIREMENTS: Possession of or the ability to obtain a valid vehicle operator's license and insurable, a commercial drivers license (CDL) is a plus; Possession of or the ability to obtain any license(s) deemed appropriate or necessary for the successful completion of job task. Must have maintained an acceptable motor vehicle driving record. The City of Ludlow is a Certified Drug Free Workplace requiring the ability of employees to pass a drug test.

PHYSICAL DEMANDS: Tasks performed require the ability to lift in excess of 25 pounds several times a day or as required, the ability to operate and handle dangerous machinery and sharp tools, and the ability to operate under adverse situations, long hours, and inclement weather.

WORK ENVIRONMENT: This position will be performed in adverse weather conditions, at differing times of the day or night. Most work will be completed outdoors or in a vehicle. Some indoor maintenance of buildings and vehicles will be performed periodically.

<p>The above is intended to describe the general content of and the requirements for the performance of this job. It is not to be construed as exhaustive statement of duties, requirements or responsibilities.</p>
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