

POSITION DESCRIPTION
City of Brewer

Class Title: Laborer/Light Equipment Operator
Department: Public Works **Grade Number:**
Division: Road Crew **Union:** N/A
Date: June 23 2020 **Location:** 221 Green Point Road

GENERAL PURPOSE

Operates a variety of equipment and trucks utilized in construction, maintenance and repair activities; performs a variety of skilled tasks in the maintenance of street, sewer, storm drainage systems and winter maintenance.

SUPERVISION RECEIVED

Works under the supervision of the Crew Foreman or assigned lead person in the field.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs typical laboring duties including but not limited to shoveling, raking, sweeping, wheelbarrowing and tree trimming as needed.

Operates trucks of various sizes and weights in the loading, hauling and unloading of various equipment, materials, and supplies.

Operates equipment as needed, such as skidsteers, dump trucks, snowplows, and vector truck.

Operates small equipment, hand and power tools to maintain street and sewer systems.

Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.

Assists in the installing and maintenance of traffic control devices.

Performs all duties in conformance to appropriate safety and security standards.

Performs other related duties as required or assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school or GED equivalent.

Necessary Knowledge, Skills and Abilities:

(A) Working knowledge of the hazards and safety precautions common to roadway and utility construction.

(B) Skill in operation of listed tools and equipment.

(C) Ability to understand and follow oral or written instructions; Ability to communicate effectively verbally and in writing; Ability to observe proper safety precautions; Ability to establish

effective working relationships with other employees, supervisors and the public; Ability to perform heavy manual tasks under varying weather conditions; Ability to drive and operate a variety of equipment under varying conditions.

SPECIAL REQUIREMENTS

Valid State of Maine Operator's license, class A or B, or ability to obtain one with six months.

Due to the requirement that employees will commonly need to return to work to respond to emergency situation, crew members shall live no more than 20 miles or have no greater than a 30 minute commute from their place or residency to the Brewer Public Works Facility.

All Department employees are required to maintain a reliable telephone service for emergency call-backs.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment, including back-hoe, dump truck, pickup truck, street sweeper, vactor truck, plate compactor, saws, pumps, compressors, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, and masonry equipment.

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 regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must frequently lift and/or move up to 10 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, night vision, and the ability to adjust focus.

The employee must be able to work extended hours when required including, nights, holidays and weekend.

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 regularly works in all types of outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration.

The noise level in the work environment is usually loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job

related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: David L. Cote
Supervisor

Approval: _____
Appointing Authority

Effective Date: April 2, 2019

Revision History: April 27, 2017
General update