



## CLASS SPECIFICATION

Class Code: 8000  
Date Est: 7/73  
Last Rev: 5/98  
Last Title Chg:  
FLSA: non-exempt

### LABORER

#### **DEFINITION**

Under supervision, performs a variety of routine unskilled manual labor; drives vehicles; and performs related work as required.

#### **EXPERIENCE AND TRAINING REQUIREMENTS**

Six months experience in performing manual labor.

#### **LICENSE OR CERTIFICATE**

A valid driver's license is required at the time of appointment.

#### **DISTINGUISHING CHARACTERISTICS**

This is a classification for the performance of routine unskilled manual labor work. Employee assignments do not require a high degree of manipulative skill or previous work experience. Work is often performed under the immediate direction of an employee in another job classification. However, many work assignments are very routine and repetitive in nature. Once these assignments have been learned, they may be performed with only general supervision. This class is distinguished from Maintenance Worker I in that incumbents in the Maintenance Worker I class perform assignments which are more directly involved in maintenance activities and require a higher degree of skill in the use of tools and equipment.

#### **SUPERVISION EXERCISED**

N/A

#### **EXAMPLES OF DUTIES** *(The following is used as a partial description and is not restrictive as to duties required.)*

Picks up refuse and garbage, dumping it into trucks.

Loads dirt from streets into trucks.

Sweeps streets and gutters.

Loads and unloads trucks containing construction materials and merchandise.

Digs ditches and shallow sewer trenches.

Cuts weeds.

Cleans catch basins and manholes.

Carries materials to other workers.

May serve as a vehicle and truck driver when needed.

#### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Full Performance** *(These may be acquired on the job and are needed to perform the work assigned.)*

**Knowledge of:**

Work policies and procedures of the Department and work unit where assigned.

**Ability to:**

Perform routine, repetitive work assignments without close supervision.

**Entry Level** *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

**Knowledge of:**

Safe work practices.

**Ability to:**

Read and write.

Understand and follow specific oral instructions.

Perform manual laborer for extended periods of time.

Get along with fellow employees.

**SPECIAL REQUIREMENTS**

*Essential duties require the following physical skills and work environment.*

Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Ability to lift and move objects weighing up to 75 lbs. Ability to perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions. Exposure to dust, dirt, grease, and construction materials.

*This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.*

Approved \_\_\_\_\_ WERCCS Job Evaluation Committee \_\_\_\_\_

Date \_\_\_\_\_ March, 2001 \_\_\_\_\_