VILLAGE OF HIGHLAND HILLS

JOB POSTING

POSITION TITLE: Laborer III CDL CLASSIFICATION NO.: 

DEPARTMENT: Public Works PAY RANGE: $14.00 - $20.00

STATUS: Full-Time/Part-Time REPORTS TO: Public Works Director

JOB SUMMARY: Job Posting Date: March 9, 2020 – Until Position filled

Works under little or no supervision, drives and operates small or medium-sized trucks and/or other motorized equipment; performs work related to street maintenance, storm damage, and other public works tasks listed under laborer description.

ESSENTIAL JOB FUNCTIONS:

The following list of essential job functions is not exclusive or all-inclusive. Other duties may be required and assigned.

• Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
• Performs all duties in conformance to appropriate safety and security standards.
• Drives and operates small and medium-sized trucks.
• Operates and drives one or more pieces of motorized equipment as a principal duty. Included but not limited to riding mowers, skid loader, tow truck, street sweep, stump grinder, chipper, and asphalt roller.
• Places barricades and safety cones around area to protect workers and public from injury.
• Cleans debris from roadside areas.
• Performs various tasks including but not limited to mowing; picking up litter; pruning trees; grass spot seeding; leaf removal; garbage pick-up.
• Operates small equipment.
• May be required to complete department records.

KNOWLEDGE, SKILLS, AND ABILITIES

Skill in operation of tools and equipment, materials, methods and procedures used in maintenance, construction and repair activities.

Knowledge of safe working practices including job-site protection. Ability to use general laboring tools such as shovels, rakes, picks, brooms, tampers, power rollers, air hammers, and hand tools.

Ability to maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include walking, standing, bending or sitting for extended periods of time and operating assigned equipment and vehicles.
Ability to communicate with others and to assimilate and understand information, in a manner consistent with the essential job functions. Ability to operate all assigned equipment. Ability to back commercial trucks including those towing trailers of equipment.

Ability to make sound decisions in a manner consistent with the essential job functions.

QUALIFICATION, TRAINING, AND EXPERIENCE:

High school diploma or equivalent. Valid Ohio Commercial Driver’s License (CDL). Minimum class “B” required. One year of experience in general construction or street maintenance work. Experience operating commercial trucks, tow motor equipment, riding mower equipment.

PHYSICAL DEMANDS AND WORK ENVIRONMENTS:

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. The work environment characteristics are those encountered while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

While performing the duties of this job, the employee has the ability to perform heavy manual tasks for extended periods of time and the ability to frequently lift and /or move 25 pounds to 100 pounds. Ability to work safely; ability to communicate effectively verbally and in writing; ability to understand and carry out written and oral instructions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration.

The noise level in the work environment is usually moderate.

The Village of Highland Hills is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. Complete job specifications remain on file in the Personnel Department. Seek application through Village of Highland Hills.