

## SKILLED LABORER

Code No.: 4-11-008  
NON-COMPETITIVE

**DISTINGUISHING FEATURES OF THE CLASS:** This is a manual labor position involving routine manual labor, responsible semi-skilled work, and some delegated task supervision. This position involves activities subordinate to the inspector, foreman, or mechanic level. Work is performed under the direction and instruction of a foreman, skilled employee or other higher-level supervisor. The job requires physical endurance and the willingness to work outdoors in all kinds of weather. May be required to work overtime and be on twenty-four (24) hour call seven (7) days a week for emergencies. Overall supervision of other employees is not a responsibility of this class. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Assists with installation, maintenance, repair, and cleaning of highway, sewer, and water system components;

Assists in making various size taps, operates tapping equipment and installs new water service lines;

Assists in the repair and servicing of pump stations, sewers, and catch basins;

Assists in construction, patching and grading of roads, and installation of new sidewalks;

Assists in snow removal activities;

Performs semi-skilled maintenance tasks such as minor carpentry, welding, plumbing, electrical, painting and refinishing work;

Directs other workers in a specific delegated task;

Repairs furniture, appliances, tools and equipment, etc.;

Erects and maintains outdoor equipment, signs, posters, etc.;

Assists a mechanic in the repair of motor equipment and power tools;

Plants and prunes trees and shrubs, grades and cuts lawns and performs other grounds maintenance activities;

Performs a variety of manual labor tasks involving digging, raking, shoveling, hauling, and loading, etc.;

Obtains valve and curb box ties and prepares related sketches;

Checks meters, gauges and mechanical equipment to determine proper operation and notifies supervisor of problems;

May drive pick-up truck or other light vehicle for the delivery of supplies or messages or for

maintenance work;

May operate motor equipment as a trainee under direct supervision;

May operate telephone or two-way radio for emergency dispatching;

May assist in installing, maintaining or repairing a variety of electrical and/or plumbing fixtures, equipment and system.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the use of hand and power tools; good knowledge of specific hazards and safety precautions on the job; working knowledge of basic mechanical and building trade skills; working knowledge of methods used to install, maintain, and service highway, sewer, and water system components; working knowledge of methods used to maintain buildings and their equipment; working knowledge of ground maintenance activities; skill in one or more of the specialty functions of the jurisdiction; ability to do heavy manual labor, including lifting; ability to follow instructions, ability to work under direct supervision; ability to learn readily and assume responsibility; ability to establish good working relationships with others; ability to give clear directions to others; ability to direct the work of others; ability to work under all weather conditions; manual dexterity; dependability; honesty; health commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Two (2) years of paid full-time or its part-time equivalent work experience in the mechanical or building trades.

**PROMOTIONAL REQUIREMENTS:**

One (1) year of permanent status as a Laborer in the jurisdiction making the appointment.

**SPECIAL REQUIREMENTS:**

Possession of a valid New York State Motor Vehicle Operator's license Class \*5\* may be required by some jurisdictions. Candidates may be required to pass a physical examination to determine ability to perform manual labor.

**SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES:**

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

**REVISED:** November 10, 1983