

JOB DESCRIPTION

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Public Works Laborer

Immediate Supervisor:

Public Works Director

Classification:

Full Time

I. Position Overview

- A. Responsible for mowing and maintaining all Parks and Rec areas, Town properties and facilities, assisting the Roads Department as needed, assisting the MRF as needed, snow removal and janitorial duties.

II. Examples of Duties

- A. Mowing and trimming all town properties.
- B. Hauling trash from parks and facilities, cleaning public bathrooms
- C. Assist the Roads Crew with projects as needed
- D. Assist Parks Supervisor and Facilities manager as needed
- G. Respond to the public in a courteous manner; provide information within the area of assignment; resolve complaints in an efficient and timely manner.
- H. Operate pick-up truck and trailer, operate snow removal equipment, riding lawn mower, weed-whip, chain saw, pole saw, walk behind compactor and a variety of hand tools.
- I. Assist at the MRF with Recycling and waste.
- J. Snow blow and shovel sidewalks and entrances to Town buildings
- K. Janitorial duties

III. Qualifications

- A. Knowledge of
 - Small engines operation
 - Operating snow removal equipment

- Pulling and backing trailers with a pickup truck
- Operating lawn care equipment
- Experience operating heavy equipment such as wheeled compactor, front end loader, excavator.

IV. Education and Training

- A. High School graduate or GED.

V. License/Certificates

- A. Possession of valid Class D Wisconsin Driver's License

VI. Physical Requirements

- A. Perform moderate lifting and carrying, walking or standing for prolonged periods of time, bending, stooping, kneeling, climbing, crawling, while performing job duties.
- B. Color vision
- C. Hearing
- D. Ability to push 100 pounds and lift 50 pounds
- E. Ability to climb ladder and step ladder
- F. Ability to bend at the waist, sit, kneel, lay horizontally, climb, walk, etc. as job may require.

VII. Working Environment

- A. Extreme heat or cold
- B. Sustained noise
- C. Heights
- D. Electricity

E. Lubricating fluids, cleaning solvents, batteries, diesel, gasoline, etc.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions, and skills needed to perform essential functions. It is not intended as a complete list of duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the right of any supervisor to assign, direct, and control the work of employees under supervision. The Town of La Pointe retains and reserves any and/or all rights to change, modify, amend, add to or delete, from any section of this document as it deems, in its judgment, to be proper.

I have read and do understand the duties and responsibilities for the position of Public Works Laborer for the Town of La Pointe.

Employee Signature

Date