

LABORER

DISTINGUISHING FEATURES OF THE CLASS:

The work involves performing routine manual work requiring physical endurance and willingness to perform a variety of routine and repetitive tasks. Direct supervision is received from a variety of higher ranking employees who make work assignments and review work completed. Supervision is not a function of this position. Does related work as required.

TYPICAL WORK ACTIVITIES:

Cleans and services buildings by sweeping and mopping offices, halls, stairways, etc.;

Waxes and buffs floors with mechanical equipment;

Oils, lubricates or greases motors such as found in engine room, laundry, elevators, vehicles, etc.;

Cleans lighting fixtures, replaces light bulbs, and washes windows, moves furniture and equipment and washes walls;

Assists with outside work such as sweeping walks, shoveling snow, cutting lawns, trimming hedges, etc.;

Loads and unloads trucks;

Cleans and performs minor maintenance on trucks, tractors, other vehicles, including changing tires, checking fluid levels, etc.;

Picks up and disposes trash or soiled linen;

Complies with various Occupational Safety & Health Administration laws and regulations, including reading and understanding Material Safety Data Sheets relating to hazardous materials and other substances;

Delivers clean linen;

Acts as a messenger;

May occasionally act as a crew leader for part-time, seasonal and less senior personnel in training.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the maintenance and repair of buildings, fixtures and equipment;

Ability to make a variety of simple repairs and adjustments to buildings and equipment;

Ability to lift medium weights;

Willingness to perform routine manual work;

Willingness to work under all weather conditions;

MINIMUM QUALIFICATIONS:

Applicants must be able to perform moderately heavy physical labor, and be able to read, write and understand the English language.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rate toward meeting full time experience requirements.