

Town of Bowman

Laborer I

JOB TITLE: Laborer I

REPORTS TO: Town Clerk

POSITION TYPE: FTE NON-EXEMPT

SUMMARY

The Laborer I performs a variety of skilled and semi-skilled tasks in the maintenance and operation of buildings, grounds and parks.

PRIMARY RESPONSIBILITIES

1. Perform skilled work in the operation of the Water & Waste Treatment Plan.
2. Reads and record water and electric meters.
3. Responsible for the upkeep of the facilities equipment including troubleshooting, evaluating or recommending maintenance repairs.
4. Performs safety inspections of playground and make repairs as needed.
5. Plant trees and shrubs as assigned.
6. Maintains current skills and knowledge in the proper and safe techniques of building and ground maintenance functions.
7. Keep records of work completed.
8. Attendance at work is an essential function of this position.

OTHER DUTIES

To perform additional duties as required, commensurate with the level of this role.

MINIMUM TRAINING AND EXPERIENECE

High School Diploma or GED and two years' experience in repair and maintenance work, or any equivalent combination or relevant education and experience. Working knowledge of plumbing and electrical repairs.

Working knowledge of equipment and supplies used to do minor repairs; working knowledge of first aid and applicable safety precautions. Ability to work independently and to complete daily activities according to work schedule. Ability to lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor adverse field conditions. Must possess a valid SC driver's license. Minimum of a Class D license in either water or water waste Certifications.

PHYSICAL DEMANDS

The laborer I must frequently lift and or move up to 50 pounds and occasionally lift or move more than 80 pounds.

TOOLS AND EQUIPMENT USED

Operates backhoe, tractors, mowing equipment, hand mowers, welder, dump trucks, pickup trucks, chain saw, edges, weed trimmers, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tool for carpentry, painting, plumbing, electrical, and cement finishing tools; swimming pool equipment including chlorination system, pumps, boiler, valves, filtration devices, gauges, etc.; janitorial equipment including floor buffer, steam cleaners, washers, vacuums, mops, brooms, and dusting equipment and telephone and mobile radio.

GENERAL GUIDELINES

The job description does not constitute an employment agreement between the employer and the applicant. This job description is subject to change by the employer by the employer as the needs of the employer and requirements of the job change. Position is subject to random drug and alcohol testing.