

Job Description

Human Resource Use Only

Position Number:

Step/Grade - F

Effective Date:

POSITION IDENTIFICATION

Position Title: Streets Skilled Laborer
Division: Department of Public Infrastructure – Operations Division
Status: Full-time, Non Exempt
Normal Workweek: Monday – Friday, Weekends as assigned by Supervisor

SUPERVISORY RELATIONSHIPS

Reports to: Operations Manager
Directly Supervises: No supervisor responsibilities

POSITION PURPOSE

Relay and repair sanitary and storm sewers, reconstruct manholes and catch basins; sewer maintenance, pump during flooding conditions or emergencies; lamp and dye sewers; hot and cold asphalt preparation and placement; rake asphalt; dig out and repair utility ditches in streets; prime and/or prepare streets for sealcoating; perform work on railroad transitions; set concrete forms; pour, strike off and finish concrete; snow plowing and shoveling; maintain docks, harbors and bridges; install and repair guard rails.

ESSENTIAL DUTIES

- Good knowledge of procedures, equipment and skill needed to operate various pieces of equipment including but not limited to trucks with air brakes (with and without plowing attachments), heavy equipment, compressors, jack hammers, tractors, concrete saws, hand saws, mowers, and leaf loaders.
- Knowledge of sewer systems
- Knowledge of all types of pavement maintenance
- Ability to understand and follow oral and written instructions
- Dependability
- Ability to read blueprints
- Ability to make minor repairs to equipment

OTHER DUTIES

- Performs other related duties as assigned

MINIMUM POSITION QUALIFICATIONS

Education: High school degree or equivalent or technical training or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Experience: Experience in construction industry, roads and sewers, and working with blacktop, concrete and pipe-laying. Experience in operating equipment involved in road construction and maintenance. Prior training in confined space entry procedures preferred.

- Certifications/Licenses:** Must possess a valid Wisconsin Driver's License. Must possess or obtain a valid commercial drivers class B & C license with air brakes issued by the State of Wisconsin within six (6) months of employment.
- Other Requirements:** Employee also must submit to a pre-employment drug test and participate in federally-mandated DOT random drug testing program.

KNOWLEDGE, SKILLS, & ABILITIES

This position must have the ability to read and interpret documents such as safety rules, operating and maintenance instructions, blueprints, government regulations and procedure manuals. Ability to complete routine paperwork. Ability to effectively present information to other employees and supervisors. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to calculate figures, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. Ability to apply situational reasoning ability by exercising good judgment in the implementation of work orders.

BACKGROUND CHECKS- Condition of Employment

PHYSICAL DEMANDS

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Manual Dexterity: While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, bend, carry, twist, crouch or crawl; talk and hear. The employee is occasionally required to sit, climb, balance, taste or smell, and may be required to work in high places.

Physical Effort: The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. The employee may be required to use a respirator, either half mask or full mask, or a dust mask. The employee must be able to adjust from one schedule to another at short notice and be able to maintain attention to task in overtime situations.

Working Conditions: This position will often work under adverse weather conditions. Employee will usually perform the duties of this position outdoors. This will expose the employee to weather conditions such as extreme cold, extreme heat, wet and/or humid conditions, and toxic or caustic chemicals. The employee occasionally may be required to negotiate semi-rough and rough terrain. The noise level is generally moderate but may be quite loud depending on equipment used or work being done in the area. The employee is frequently exposed to moving mechanical parts and vibrations and may be exposed to fumes and airborne particles. The employee must

be able to adjust from one schedule to another at short notice and be able to maintain attention to task in overtime situations.

This position description has been prepared to define the general duties of the position, provide examples of work and to detail the required knowledge, skills and abilities as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct, and control the duties of employees under supervision. The City of Manitowoc retains and reserves any and all rights to change, modify, amend, add to or delete from any portion of this description in its sole judgment.

This job description is not a contract for employment.

The City of Manitowoc is an equal opportunity employer, in compliance with the Americans with Disabilities Act. The City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.