



## Petersburg Borough Job Description

<b>Department:</b>	Public Works – Streets
<b>Supervisor:</b>	PW Street Foreman
<b>Prior Revision Date (combines prior Laborer 1 &amp; 2)</b>	N/A
<b>Last Revision Date:</b>	1-30-2014
<b>Revision Made By:</b>	Admin, CC
<b>Revision Reviewed &amp; Approved by:</b>	SG
<b>Employment Status:</b>	PMEA Union
<b>Date Provided to Bargaining Unit</b>	6.7.2023

### **PUBLIC WORKS LABORER I**

#### **Definition**

Performs a variety of construction tasks, maintenance and manual labor in support of public infrastructure operation and maintenance.

#### **Supervision Received**

The Laborer reports directly to the Public Works Streets Foreman.

#### **Supervision Exercised**

None.

**Duties** (*The duties listed in this section are intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.*)

With emphasis on manual labor, the Laborer may aid various Borough departments in the following activities:

Installs and maintains traffic control signs. Acts as flagger for traffic control.

Paints parking zones, curbs, crosswalks, parking lots and other traffic control markings.

Performs right of way maintenance, including bridge repair, brushing, clearing and grubbing.

Maintains the storm drain system, including cleaning and repair of oil/water/silt separators, catch basins, manholes and culverts.

Assists with installation, maintenance and repair of fire hydrants and fire lines

Assists with installation, maintenance and repair of water mains, meters and water service lines.

Assists with installation, maintenance and repair of sewer mains and service lines. Maintenance tasks performed on sewer lines include clearing blockages and repairing manholes.

May perform carpentry, painting, construction and plumbing functions as needed.

May assist with digging of graves as part of interdepartmental support of Parks and Recreation Cemetery operations, when assigned.

Responsible for adherence to all departmental safety policies and standards.

Performs asbestos abatement activities in regard to removal or alteration of asbestos cement water and sewer pipes.

As needed, provides personnel support for the following departments: water, sewer, sanitation and motor pool. Provides periodic labor support to other Borough departments as assigned.

Assists with constructing and installing concrete curb, gutter, sidewalks and bulkheads.

Patches asphalt and fills potholes.

Plows snow and spreads sand for snow removal and ice control.

This position shall be subject to, and participate in, the Public Works Snow Watch Policy and adhere to the responsibilities of the policy when scheduled to be on snow watch or called out for snow removal or ice control.

Operates small equipment in support of public works operations and maintenance including compactors, cut off saws, chain saws, air compressors, pumps, jack hammers, metal detectors, pipe rodders, pressure washers and common power tools.

At the discretion of the Streets Foreman, the Laborer may receive training and be assigned to operate a variety of heavy equipment, including but not limited to: dump trucks, street sweeper, wash truck, forklifts, loaders, boom truck, small backhoes and snow plows. Performs cleaning and preventative maintenance on all equipment.

May be required to drive end dump truck in support of construction and maintenance activities.

Performs various manual labor tasks in assistance of other skilled Borough employees.

May operate Borough Vehicles

Performs other duties as assigned.

### **Distinguishing Characteristics**

The Laborer classification is distinguished by emphasis on manual labor performed in support of construction and maintenance of public facilities, streets and utility systems.

### **Working Conditions**

Incumbent performs approximately 100% of duties in an outdoor environment and is exposed to a variety of weather conditions. Potential lifting requirements of approximately 100 lbs. are common. Physical injury can result from exposure to a variety of occupational hazards including working in the presence of heavy equipment and machinery.

## **Qualifications**

Must possess a current and insurable Alaska State Driver's License

Must obtain an insurable Class A or B Commercial Driver's License (CDL) with air brakes and tanker endorsements, within six months of date of hire.

Certification in water distribution and wastewater collection as may be required by State law.

Any combination of experience and education which provides the applicant with the following attributes:

Ability to operate vehicles, tools and machinery in a careful manner.

Ability to follow verbal and written instruction and complete tasks as assigned.

Working knowledge of southeastern Alaska geographical characteristics.

Ability to identify infrastructure or equipment deficiencies and execute repairs and maintenance.

Ability to work in adverse weather conditions.

Physical ability to perform the work of the class.

Ability to establish and maintain effective working relationships with fellow employees and the general public; work cooperatively with supervisors and display willingness to assist co-workers.

**Signatures affixed on this job description confirm that it has been reviewed by the employee and his/her direct supervisor and that a clear understanding of the expectations of this position exists.**

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Employee

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Supervisor

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Date

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Date