

**CITY OF NACOGDOCHES
POSITION DESCRIPTION**

Position: Laborer I

Department: Utility Construction

FLSA Status: Non-Exempt

Division: Water Utilities

Pay Grade: Grade 13

Reports To: Utility Construction Supervisor

BASIC FUNCTION:

Performs a variety of skilled manual labor tasks in the installation, replacement, repair and maintenance of water and sewer lines and appurtenances.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assists with making water and sewer taps and service connections; pumps and shovels out from and around lines; backfilling and compacting site.
- Lays water and sewer pipe; adjusts pipe to proper grade and depth following stakes; repairs and replaces water/sewer lines and related facilities.
- Operates the sewer rodder to unstop sewer lines.
- Operates hand tools, saws, drills, bolt cutters, picks, axes, air compressors, jackhammers, tampers, pipe threading machines, trenchers, boring machine, pumps, trench safety equipment, lawnmowers, weed-eaters and all other tools and machinery necessary; performs preventative maintenance on tools and equipment such as cleaning, lubrication and other ordinary servicing.
- Participates in and adheres to safety training, policies and procedures of the department, including safe practices and use of safety and trench shoring equipment.
- Installs hydrants, meter valves, clamps and related pipeline apparatus; sets meter boxes; repairs and replaces fire hydrants.

REQUIRED KNOWLEDGE/ABILITY:

The methods, materials, tools and equipment used in the installation, replacement, maintenance and repair of utility lines; the safe use and operation and preventative maintenance of common automotive and mechanical equipment.

Ability to operate assigned equipment with skill and safety, to perform preventative maintenance on equipment and tools, to keep simple records, to develop and maintain relationships with peers across departments, to multi-task, to organize and prioritize a changing work schedule to meet needs of department; follow oral and written instructions; effectively communicate both orally and in written form. Subject to on-call and call-back work.

SUPERVISORY RESPONSIBILITIES:

This position does not require supervisor responsibilities.

EDUCATION and/or EXPERIENCE:

High school diploma/GED plus one (1) or more years of experience in utility maintenance and/or construction; OR an equivalent combination of education and/or experience. Must possess a valid driver's license.

PHYSICAL AND ENVIRONMENTAL CONDITIONS:

The physical demands described here 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.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee is required to stand or sit for extended periods of time. The employee is required to use hands to finger, handle, or feel; reach with hands and arms; push, pull and grasp; climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, lifting and performing repetitive motions. Must be able to perform heavy work exerting up to 75 pounds of force occasionally; and/or up to 50 pounds of force frequently; and/or up to 20 pound of force constantly to move objects. Must possess visual acuity to operate heavy equipment and motor vehicles and review work for accuracy, neatness and thoroughness.

Work subjects employee to inside and outside environmental conditions, extremes in temperatures, and hazards in association with wastewater and heavy equipment operation work including exposure to electrical current, chemicals, fumes, odors, dusts, mists, gases and poor ventilation, small spaces and loud noises. Work with raw sewage may also be subject to the final standards of OSHA on bloodborne pathogens. Subject to on-call and call-back work.

By signing below, I acknowledge that I have reviewed and I understand this job description and

_____ **am able to perform the essential functions.**

_____ **am not able to perform the essential functions and need the following accommodations:**

Employee Signature

Date

Supervisor Signature

Date