



## **JOB DESCRIPTION**

**DEPARTMENT:** Street & Parks  
**POSITION TITLE:** **Laborer**  
**REPORTS TO:** Street & Parks Superintendent  
**FLSA CATEGORY:** Full-Time / Hourly  
**DATE:** 3/2/21

### **Definition:**

Incumbent drives and operates equipment designed to perform street/parks maintenance as well as other various physical duties.

### **ESSENTIAL FUNCTIONS AND DUTIES**

1. Performs general street/ parks maintenance.
2. Operates truck for the purpose of salting and plowing snow.
3. Traffic Maintenance
  - a) Installs and maintains various traffic control devices such as signs and painted road markings.
4. Performs curb and sidewalk repair.
5. Performs Park maintenance duties such as mowing/weed eating and other general grounds maintenance and building maintenance.

### **NONESSENTIAL FUNCTIONS AND DUTIES**

1. Performs light building maintenance.

### **MINIMUM QUALIFICATIONS**

1. A high school education or equivalent or relevant work experience.
2. The ability to use hand and power tools.
3. Knowledge of proper use of a variety of construction materials.
4. The ability to operate various light equipment.
5. The ability to follow simple verbal and written instructions.
6. Valid Indiana Driver's License required, CDL – Class B with Air Brake Endorsement. (Or be able to obtain the class B). Subject to random drug testing.
7. Ability to operate medium equipment such as dump trucks.
8. Ability to deal in an informative and tactful manner with the public.
9. Ability to continually manage changing priorities.
10. Work safely without presenting direct threat to self or others.

### **DESIRED QUALIFICATIONS**

1. A self-motivated individual who likes to work outside and takes pride in their work.
2. Knowledge of concrete, carpentry and asphalt.
3. Ability to operate heavy equipment, i.e., backhoe, street sweeper, bucket truck.

4. Knowledge of street operations and grounds maintenance.

**WORKING ENVIRONMENT**

1. Incumbent spends most of the day in the outdoor environment. Incumbent usually works normal working hours (7:00 A.M. – 4 P.M. Mon. – Fri.), but is subject to 24 hour on-call status.
2. Incumbent is required to lift heavy objects (75 lbs.) periodically. He/She must be mobile in a variety of work environments including climbing, entry into confined spaces, walking, standing, carrying, pushing, pulling, balancing. Incumbent also stoops, crouches, kneels, reaches, handles and fingers equipment and tools. Incumbent will also be exposed to heights (40 ft.) in a bucket truck.
3. Incumbent is exposed to extreme weather conditions.
4. Due to the fact that the incumbent may be called upon to do other laborer/operator jobs in the Street / Parks Department, he/she must have the physical capability to perform these duties.
5. The incumbent is required to follow the Street / Parks Department dress code. Appropriate personal protective gear must always be worn in certain conditions in order to maintain safety rules and regulations.

The above declarations are not intended to be an “all inclusive” list of duties and responsibilities of the job described. Rather, they are intended only to describe the general nature of the job.

\*A Driver’s license verification will be conducted with the City of Delphi’s Insurance carrier as well as a physical/ drug exam prior to acceptance of employment.

\*As condition of employment, Incumbent must have or be able to obtain a class B CDL in a reasonable amount of time and to maintain a class B CDL license while employed by the City of Delphi’s Street & Parks Department.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

DATE \_\_\_\_\_

D.O.B \_\_\_\_\_

D.L.N \_\_\_\_\_