

Jurisdictional Class: Labor  
Adopted: August 16, 1989  
Revised: March 3, 2020

**LABORER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine manual work requiring physical endurance and a willingness to perform arduous tasks in the performance of buildings and grounds maintenance and cleaning tasks, in the maintenance and construction of roads, sidewalks, and utility systems, and/or in assisting in the cleaning, operation and maintenance at a Water and/or Wastewater Treatment Plant. This position may also exist within any agency requiring manual repetitive tasks requiring endurance and dexterity as well as physical tasks including lifting, carrying, pushing and/or pulling of heavy packages, boxes, etc. Close supervision is maintained over work at all times. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Assists in the maintenance or construction of roads, streets, bridges, utility, and drainage systems including but not limited to digging ditches, backfilling trenches, spreading asphalt, sand and gravel, patching and grading streets, and building manholes;
- Assists in preparation, laying out, and maintenance of athletic fields and areas designated for beautification by clearing, grading, reseeding, weeding, and lining;
- Assists in the maintenance or construction of sewer, catch basins, hydrants, mains, and other water and sewer related services;
- Assists in refuse collection, lifting cans from curb to truck, emptying cans in trucks, and assists drivers verbally and by signaling instructions;
- Assists in the cleaning, operation, and maintenance of water and/or sewage pumps, pipes, screens, tanks, filters, hydrants, and related equipment;
- Performs various custodial duties including but not limited to mopping floors, dusting, washing windows, walls and bathrooms, polishing furniture, painting, and moving furniture;
- Operates power driven tools and equipment such as saws, pick hammers, compressors, drills, mixers, pumps, trimmers, motors, valves, machinery, and mowers;
- Uses hand tools such as shovels, scythes, forks, and rakes in road maintenance, construction and beautification work;
- Loads and unloads trucks and stacks materials and supplies;
- Assists with snow removal and clearing of driveways, private access roads, sidewalks, and entrances;
- Flags on highway jobs, directs trucks at loading and unloading sites, places and removes work zone, traffic signs, and may act as a wing monitor for snow removal purposes;
- Assists in erecting or assembling snow fences, barricades, picnic tables, and recreation equipment;
- Performs general cleanup work including but not limited to removing debris, raking leaves, cutting grass, trees, brush and trimming shrubs, spading flower beds, shoveling snow, assisting in collection of rubbish and litter from public lands, road side, facilities, cleaning culverts, and school property and in the maintenance and cleaning of equipment;
- Assists in a variety of other related manual tasks such as pumping and loading sludge, learns to take samples at Water and/or Wastewater sites and make necessary tests for control of plant operations, checks chlorine cylinders and replaces them when empty;
- Learns to record readings of meters, gauges, and scales, learns to regulate and adjust chlorinators or chemical feeders, and learns how to wash filter beds and settling basins;

## Laborer

Drives pickup trucks, tractors (may have rotary mower attached), lawn mowers, and other light duty equipment;

Performs minor automotive repair such as greasing of vehicles, changing of oil and oil filters, repairing of flat tires, etc., and may assist automotive mechanic in skilled automotive repair such as grinding of valves and the fitting of bearings, pistons, and rings as well as repairing and overhauling of brake systems, differentials, transmissions, front and rear axles, etc.;

Performs duties requiring manual repetitive tasks requiring endurance and dexterity as well as physical tasks including lifting, carrying, pushing and/or pulling of heavy packages, boxes, etc.;

Performs manual repetitive tasks such as stapling, collating, folding, binding, etc. to complete post-press or finishing services of printing and duplicating projects.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Willingness to perform routine manual tasks;

Ability to lift, carry, push and/or pull heavy weights;

Ability to follow simple oral or written instructions;

Willingness to work under all weather conditions;

Manual dexterity;

Physical strength and endurance.

### **MINIMUM QUALIFICATIONS:** None.

**NOTE:** If the position involves the operation of a motor vehicle, then the following requirement applies:  
Eligibility for an appropriate level New York State Driver's license at time of application. Possession of the license at time of appointment.