

Public Works Laborer

Dept/Div: Public Works & Utilities

FLSA Status: Non-Exempt

General Definition of Work

Performs intermediate semiskilled work, including:

- Installing, repairing and maintaining streets, drainage ways and related facilities, sidewalks and catch basins, pouring and finishing concrete,
- Operating a variety of heavy equipment,
- Performing ground maintenance,
- Related work as apparent or assigned.

Work is performed under the limited supervision of the Public Works Director/Utility Superintendent.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

- Collects yard debris and brush compost; collects and disposes of garbage; empties trash receptacles.
- Performs repairs and preventative maintenance on equipment such as changing oil and other fluids, checking tires, changing and sharpening blades, lubricating and cleaning equipment; records work performed according to set procedure.
- Operates a variety of light and heavy equipment including, front end loaders, dump trucks, and jet trucks; uses brush chipper, chainsaws, drills and drill presses, leaf vacuums, weed eaters, and various hand tools.
- Loads and unloads gravel, dirt, timber, chemicals, and other materials, tools and equipment.
- Performs snow removal and ice control on Village buildings, streets, sidewalks, parking lots, and allies.
- Assists with storm drains repair and wastewater water treatment plant work.
- Performs grounds maintenance and landscape work including mowing, trimming, chipping brush, splitting wood; maintains plants; prunes and removes trees as needed or required.
- Performs street paving and repair; repairs and replaces streets signs and poles; paints traffic and parking lines on the Village's streets and parking lots.
- Prepares and maintains pool for open season; winterizes pool.
- Performs park maintenance as necessary.
- Assists with traffic control; places signs and barricades along public ways, puts up fencing or cones.

Knowledge, Skills and Abilities

- Some knowledge of streets drainage, buildings, grounds, utilities, landscape areas and related construction, maintenance and repair procedures;
- Some knowledge of the safe use, operation and preventive maintenance of the equipment to which assigned;
- Skill in the use of specialized equipment and hand tools to which assigned;
- Ability to read and write;
- Ability to understand and follow specific oral instructions;
- Ability to perform manual labor for extended periods, often under unfavorable weather conditions;
- Ability to maintain basic records and logbooks;
- Ability to establish and maintain effective working relationships with associates and the general public.

Public Works Laborer

Education and Experience

High school diploma or GED and moderate experience in general construction, maintenance and/or groundskeeping work, or equivalent combination of education and experience.

Physical Requirements

- This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of up to 100 pounds of force;
- Work regularly requires speaking or hearing
- Frequently requires standing, walking, climbing or balancing, reaching with hands and arms, pushing or pulling, lifting and repetitive motions and occasionally requires sitting, stooping, kneeling, crouching or crawling and tasting or smelling;
- Work has standard vision requirements;
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly;
- Hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound;
- Work requires visual inspection involving small defects and/or small parts, using of measuring devices, operating machines, operating motor vehicles or equipment and observing general surroundings and activities;
- Work regularly requires working near moving mechanical parts and exposure to outdoor weather conditions, frequently requires exposure to vibration and occasionally requires wet, humid conditions (non-weather), exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather) and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment;
- Work is generally in a loud noise location (e.g., grounds maintenance, heavy traffic).

Special Requirements

May be required to work outside normal work hours in on-call and emergency situations.

Must meet and maintain all training and education requirements for position.

Valid commercial driver's license in the State of Wisconsin.

Wisconsin DNR Wastewater Treatment Plant Operator License or ability to obtain license.

Last Revised: 6/24/2024