

## **POSITION DESCRIPTION**

**Class Title:** Laborer (Parks, Floater-Streets/Refuse)      **Job Code:**  
**Department:** Parks/Streets/Refuse                              **Grade:**  
**Division:**    **Union:** Teamster's Local No. 110  
**Date:** 10/11/2023

### **GENERAL PURPOSE**

To perform a variety of unskilled and semi-skilled tasks in the maintenance and operation of park buildings, grounds, open spaces, and equipment.

### **SUPERVISION RECEIVED**

Works under the immediate supervision of DPW/Parks Department Director.

### **SUPERVISION EXERCISED**

Will be required to oversee the work and activities of seasonal park employees or person(s) working under training, judicial or community service programs.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Job duties are to mow and maintain parks and open spaces, lawns, baseball and soccer fields, weeding, clean and maintain tennis, pickleball and basketball courts and nets. Operate, maintain, or install sprinkler systems, maintain all structures and equipment, and assist in the repair or installation of same.

Perform minor semi-skilled interior building maintenance such as painting, plumbing, carpentry, and other semi-skilled and unskilled trade work.

Maintenance and repair on lawn and power equipment.

Drag baseball fields; add lines to fields for games.

Assist in the maintenance of the municipal swimming pools.

Inspect, wash, paint, and repair paved areas.

Move, clean, wash, paint, repair and build picnic tables.

Plant grass seed, trees, shrubs, and flowers.

Seed, fertilize, top dress, soil conditioning, water, pest and weed control of the parks and open spaces.

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Maintain and adjust specialized turf care equipment and tools, including electric motors, pumps, sprinklers, tractors, mowers, and irrigation systems. Operates tractors, mowers, jack hammer, welder, trucks, steam cleaners, buffers, washers, and other listed equipment as needed.

Maintain current skill and knowledge in the proper and safe techniques of building and ground maintenance.

Perform custodial work including: shovel snow from sidewalks, change light bulbs, fluorescent tubes; sweep floor, vacuum carpet, mop, shampoo and steam clean carpets, buff non-carpeted areas; dump garbage and reline can with liners, clean and sanitize restrooms and replenish supplies, sweep, empty ash cans, clean spills, clean drinking fountains, mirrors, tables, walls, fixtures, blinds, light fixtures, etc; dust furniture, wash windows, walls, metal and woodwork, clean rain gutters, sweep roofs.

Collect and dispose of solid waste from buildings and grounds; pick up litter from premises.

Open and close, lock and unlock facilities as needed.

Set up and tear down equipment for various park and recreation programs, prepare facilities for park and recreation use.

Install and maintain goal posts and nets for sport facilities, including soccer, volleyball, baseball, softball, tennis, pickleball and basketball, disc golf.

Assists in the construction of park facilities, including clearing, grading, drainage, and foundation work.

Keep records of work completed.

### **PERIPHERAL DUTIES**

To serve as a member of various employee committees, as assigned.

### **DESIRED MINIMUM QUALIFICATIONS**

Education and Experience:

- (A) Any combination of education and experience which demonstrates the knowledge and experience to perform the required work.

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Necessary Knowledge, Skill, and Ability:

- (A) Knowledge of equipment, materials and supplies used in minor repairs of building and grounds, knowledge of first aid and applicable safety precautions.
- (B) Skill in the operation of listed tools and equipment.
- (C) Capacity to work independently to complete daily activities according to the schedule. Strength and endurance to lift heavy objects, walk and stand for extended periods of time, and perform strenuous physical labor in adverse weather conditions.

Effective communication skills needed to work effectively and obey safety precautions. Ability to understand, follow and transmit written and oral instructions. Appropriate social interaction skills necessary to develop working relationships with other employees, supervisors, and the public.

## **SPECIAL REQUIREMENTS**

### **TOOLS AND EQUIPMENT USED**

Vehicle- pickup truck, utility trailer, lawn and landscaping equipment, including tractors, mowers, aerifier, chainsaw, edger, weed trimmer, electric motors, pumps, sprinklers, irrigation systems, miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing, electrical, and cement finishing work, swimming pool equipment including chlorination system, pumps, boiler, valves, filtration devices, gauges, etc., janitorial equipment including floor buffers, steam cleaner, carpet cleaner, washer, vacuum, mop, broom and dusting equipment.

### **PHYSICAL DEMANDS**

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 regularly is required to reach with hands and arms. The employee is required to sit, climb, balance, stoop, kneel, crouch, crawl, talk and hear. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 80 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Sitting:** Required less than 5 hours per day, to drive to local job sites in a vehicle. Necessary to drive a vehicle, tractor, or Zamboni. Sitting could be interchanged with squatting and kneeling to perform certain duties such as painting. Sitting would also be used during breaks and lunch hour.

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- Standing:** Would be constant in combination with walking up to 8 hours each day. To perform building, equipment maintenance and various tasks as outlined.
- Walking:** Would be constant combined with standing up to 6 hours each day to perform building maintenance and mowing operations.
- Lifting:** Maximum of 80 pounds would occur occasionally for such duties and concrete work. Lifting to 40 pounds (5-gallon paint can) for painting operation. Occasionally lifting up to 125 pounds with assistance from co-workers to load lawn mowers in and out of vehicles.
- Bending:** Could be required up to 6 hours daily to perform repair duties, painting, plumbing.
- Twisting:** May be required up to 4 hours daily while performing plumbing, maintenance, and lawn and field duties.
- Climbing:** Required to climb stairs and on hilly terrain up to 4 hours daily to access work locations. Occasional ladder usage.
- Squatting:** Less than 2 hours per day to perform plumbing work, clean drains, painting, and maintenance duties. Could be interchanged with kneeling, sitting depending on the employee's comfort level.
- Kneeling:** May be required less than 2 hours per day to perform plumbing work, clean drains, paint, or maintenance duties.
- Pushing:** May be continuous, up to 8 hours a day if utilizing a lawnmower or laying concrete. Additionally, may occur to utilize scaffolding on wheels to pull/push into position.
- Pulling:** May be continuous, up to 8 hours a day if utilizing a lawnmower or laying concrete. Could utilize scaffolding on wheels to pull/push into position.
- Reaching:** Constant, up to 8 hours per day to perform all duties as outlined.
- Hand usage:** Continuous, up to 8 hours per day to accomplish all duties. Hands are used to operate all equipment/tools and perform maintenance duties.
- Foot usage:** Required regularly, and when utilizing vehicles to travel from job site to site. In addition, foot usage is required for operating various equipment, including tractors and a Zamboni.

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**Hours:** **Eight-hour** work shifts can vary with position and seasonal night shifts and weekends.

**Environment:** Work occurs both outside-in all weather conditions, and indoors.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties of this job may involve moving mechanical parts and be outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes, airborne particles, toxic or caustic chemicals, and vibrations. The employee is occasionally exposed to the risk of electric shock. The noise level in the work environment is loud.

### **SELECTION GUIDELINES**

Formal application, rating of education and experience, oral interview and reference check, job related tests may be required.

The duties listed above are intended only as illustrations of the several 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 or if the individual holding this position has the ability, training, and skills necessary to undertake duties beneficial to the City of Bradford.

This position reports to the DPW/Parks Director and will from time to time be required to undertake duties and assignments at the discretion of the DPW/Parks Director that may not be included in this job description.

The job description does not constitute employment between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.