

Employee Job Description

Job Title: LABORER

Department: STREET

Reports To: Street Department Director: Crewleader and /or Supervisor

Status: HOURLY EMPLOYEE 6:00 a.m. to 4:30 p.m. or 8:00 a.m. to 5:00 p.m.
(hours of operation) *subject to change at the discretion of St. Dept. Director.*
All personnel subject to call-out status

Location: 510 So. Ave A
Freeport, TX 77541

SUMMARY:

Be able to work with other employees, form for street concrete pours, tie rebar, pour concrete. Mowing street property and right of ways. Level work for drainage; Perform other duties as assigned. Employee will keep area stocked with materials needed for their assigned job skills by crewleader and and/or Street Department director.

QUALIFICATIONS:

Have some knowledge of how to repair potholes on streets and alleys; work with equipment operators as needed for drainage work; clean curbs and gutters to improve drainage; work with the pressure truck operator to unstop culverts; use weed eaters for weed control; trim overhanging tree limbs; provide support as needed.

Follow all city policies and department procedures; safely and efficiently operate and maintain all City owned equipment. Safely, effectively and efficiently operate and maintain City motor vehicles Be available for and respond to off-duty calls and call outs within specific time frame.

Take proper care of tools and equipment and return to proper locations.

Follow safety rules and demonstrate safe work practices

Select and utilize proper equipment and materials to accomplish assigned tasks.

Accurately and properly complete required paperwork, documentation and other necessary records.

Other Qualifications:

Be able to read and follow instructions; write reports and document maintenance forms

Work with other employees on a daily basis; be dependable and available when needed.

Responsible for upkeep of equipment have knowledge on operating heavy equipment a plus.

Employee must have a class B driver license within 90 days of date of hire

Tools & Equipment use:

Be safety conscious of all equipment; weed eaters; mowing tractors; chop saw; grinders; chainsaws; pole saws; knowledge on use of concrete tools.

Regularly check equipment to identify repair and maintenance needs. Timely submit equipment for repair along with required paperwork to proper personnel.

Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is frequently exposed to the outdoors, in dry, hot, cold, wet, and /or humid conditions. The noise level in the work environment is moderately quiet.

The employee in this position will be required to remain available for immediate call-out duty due to any natural or man-made disaster, or any other event the Street Department may deem necessary.

Physical Requirements:

Must be able to pass a physical examination and drug screen. Must also be able to sit, stand, walk and lift heavy loads (50 lbs. max.) for extended periods of time. Must also be able to kneel and must have proficient vision, hearing, and verbal abilities. Must be able to travel to job sites within the city and limited travel outside the city. This position requires strenuous physical work as well as continual movement and lifting. Job assignments may require work under adverse weather and physical conditions.

Ability to work under pressure, with time constraints, and with numerous distractions. Must be able to maintain good ethics, working relationships, and public service skills in adverse circumstances. Must be able to comprehend and follow instructions, be a team player, self starter, and take initiative.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview, reference and criminal background checks, physical fitness and drug screens are required. In addition, other job related tests may also be required.

The duties listed above are intended only as illustration of the various 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.

The job description does not constitute an employment agreement between the City of Freeport and the employee. All employee job descriptions, pay rates, and employment are subject to change at the discretion of the City Manager as the needs of the City change with or without notice. The City of Freeport is an employment-at-will employer as defined under the Texas common law. As such, the employment relationship between the employee and the City is terminable at the will of either the City or the employee, with or without cause, at the time with or without notice, and for any reason.

All municipal employees will be expected to show and maintain a high level of initiative, enthusiasm, and motivation towards the improvement of ALL aspects of the Freeport community. Employees will also be expected to be available for work, to report to work in a dependable and timely fashion, and to be physically and mentally fit to do their assigned work

Approval: _____ Approval: _____
Supervisor Human Resources

Effective Date; Revision History:

Employee Signature: _____ Date: _____