

**CITY OF NORTH OLMSTED
LABORER – SERVICE DEPARTMENT**

The City of North Olmsted Service Department is seeking Full Time Laborers. The starting salary and job description are listed below. Qualified candidates may mail or email their resume, salary history, references, and a completed City application located on the City’s website under Human Resources Department. Applications will be accepted until this position is filled.

**City of North Olmsted
Department of Human Resources
5200 Dover Center Road
North Olmsted, Ohio 44070
e-mail: vanschoork@north-olmsted.com
EOE**

**CITY OF NORTH OLMSTED
JOB DESCRIPTION**

GENERAL DESCRIPTION:

Under direction of supervision, operates a variety of heavy equipment and miscellaneous public works equipment; maintains streets, storm sewers, equipment, grounds and buildings; performs concrete and blacktop work; performs light and heavy manual labor and other appropriate duties as assigned. May be supervised by a Laborer A or Foreman; and/or the Public Works Commissioner or other management official.

QUALIFICATIONS: An example of acceptable qualifications:

High school or GED equivalent; or any combination of training, education, or experience which provides the desired knowledge, skills, and abilities to perform the essential functions of the position.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Must possess and maintain a valid State of Ohio Commercial Driver’s License and the ability to maintain insurability under the City’s vehicle insurance policy.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive:

Trucks, automobiles, and other motorized equipment; power tools; hand tools.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

The employee: works in the vicinity of floor or wall openings, elevated platforms, and/or runways; ascends and/or descends ladders, stairs, or scaffolds; works in an area in which the means of egress is or can be obstructed; works on and around powered platforms and/or vehicle mounted platforms; is exposed to environmental conditions which may

result in injury from fumes, odors, dusts, mists, gases, and/or poorly ventilated work areas; is exposed to possible injury from extremely noisy conditions above 85 db caused by blowers, backwashing filters, engines, etc.; is exposed to possible injury from hazardous gases, chemicals, flammables, or air contaminants; is exposed to possible injury from hazardous waste; is exposed to possible injury due to unclean or unsanitary conditions; is exposed to possible injury as a result of electrical shock; has exposure to possible injury as a result of working with moving mechanical parts such as motor shafts, belts, clarifier drive, bar screw, etc.; is exposed to possible injury from explosions; is exposed to possible injury as a result of falling from high places; works around chemicals in containers or in the form of dust, mists, fumes, or vapors; may be exposed to blood borne pathogens; has exposure to hot, cold, wet, humid, or windy weather conditions; has exposure to hazardous driving conditions; may be required to work evenings, nights or weekends; lifts and carries objects weighing up to, and in excess of 75 pounds; may be required to move objects weighing several hundred pound; must be able to frequently bend, stand, kneel, stoop, twist, turn, etc. to perform physical tasks; ability to climb and balance.

Note: In accordance with the U.S. Department of Labor physical demands strength ratings, this is considered heavy work.

JOB DESCRIPTION AND WORKER CHARACTERISTICS:

JOB DUTIES

ESSENTIAL FUNCTIONS OF THE POSITION: For purposes of 42 USC 12101:

1. Operates a variety of heavy equipment and miscellaneous public works equipment (e.g., backhoe, loader, tractor, asphalt spreader, brush chipper, leaf collector; etc.); operates dump trucks, salt spreaders and snow plows; etc.
2. Maintains streets, storm sewers, equipment, grounds and buildings; cleans culverts, sewers and other draining structures; performs skilled tasks such as concrete and blacktop finishing; etc.
3. Performs general light and heavy manual labor and other appropriate duties as assigned; loads and unloads materials; etc.
4. Performs routine maintenance and occasional construction of buildings, draining structures and other public facilities; etc.
5. Attends meetings as required by Director of Public Service; etc.
6. Maintains required licensures and certification.
7. Meets all job safety requirements and all applicable PERRP (Public Employment Risk Reduction Program) safety standards that pertain to essential functions.
8. Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

1. Performs other duties as assigned.

MINIMUM ACCEPTABLE CHARACTERISTICS: (*indicates developed after employment)

Knowledge of: city, department, and division goals and objectives;* city, department, and division policies and procedures;* personnel rules and regulations; local geographic area; construction principles and materials; building and grounds maintenance; English grammar and components; proper lifting techniques; spelling; mathematics; traffic laws; safety rules

Skill in: motor vehicle operation; use of bench and/or hand tools; operation and maintenance of wastewater treatment plan machinery and equipment; operation of power mowers; equipment maintenance.

Ability to: deal with problems involving several variables within a familiar context; understand system of mechanical procedures; recognize unusual or threatening conditions and take appropriate action; maintain accurate records; work independently; demonstrate physical fitness; read, copy, and record figures accurately; complete routine forms; prepare accurate documentation; compile and prepare reports, memos, letters, etc.; communicate effectively; maintain records according to established procedures; gain access to the worksite; develop and maintain effective working relationships; perform heavy manual labor; perform repetitive manual tasks; travel to and gain access to work sites with associates, supervisors, and general public; understand a variety of written and/or verbal communications; work flexible hours that may include evenings, nights, or weekends.

Starting Salary

\$23.23 per hour