

Uintah County

Job Description



Title:	General Laborer	Code:	701
Division:	Operations	Effective Date:	3/07
Department:	Various	Last Revised:	11/10
FLSA Cat:	Non-Exempt, Part-Time or Seasonal	Pay Grade:	2

GENERAL PURPOSE

Performs **entry level light and medium physical labor, routine and semi-skilled tasks** as needed to assist in the completion of various department projects.

SUPERVISION RECEIVED

Works under close to general supervision of a Uintah County Employee.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Performs light to medium manual labor such as loading and unloading trucks, trimming trees and shrubbery, maintaining turf, planting or removing plants, shovels dirt and other materials, raking, collecting trash, moving pipe and laying lines, etc.

Performs routine and/or preventative cleaning tasks to include worksites, buildings, roads, parking lots, yards, etc.

Makes minor corrective or preventative repairs to equipment, machinery, systems, etc.

Performs tasks requiring the use of a variety of hand tools and energized equipment such as picks, shovels, rakes, chain saws, jack hammers, and other light to medium equipment. Cleans, maintains, and stores assigned tools and equipment.

Performs duties with due regard for personal safety, that of other employees and the public; assists in training others in proper safety practices.

May perform light office duties such as answer phones, collect fees, greet patrons.

Performs similar duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:
 - A. Sufficient education and training to demonstrate an aptitude or ability to perform above and related duties;
 - AND
 - B. One (1) year of general construction or general work experience;
 - OR
 - C. An equivalent combination of education and experience.

2. Required Knowledge, Skills and Abilities:

Some knowledge of various light to heavy equipment; hazards and safety precautions related to construction and equipment operation; equipment parts and preventive maintenance for the same.

Some Skill in operation of light and medium equipment.

Ability to operate light and medium equipment in various conditions; perform manual tasks for sustained periods of time; perform minor equipment maintenance and repair; follow written and verbal instructions; read and understand prints and plans; communicate effectively, verbally and in writing; ability to establish and maintain effective working relationships with fellow employees, the public and supervisors.

3. Special Qualifications:
Must be able to comply with applicable County and departmental policies and safety.

4. Work Environment:

Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, and lifting. Talking, hearing and seeing required to safely perform essential functions. Common eye, hand, finger, leg and foot dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and some creative problem solving. Some travel in automobiles or equipment required in job performance.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date: _____
(Employee)