

**LABORER**

**TOMPKINS COUNTY**

**Department** All Civil Divisions  
**Classification** Labor Class  
**Labor Grade** D(4) TC3:B  
**Approved** 1/1/69  
**Revised** 3/88; 2/00; 4/00; 11/02; 6/03; 1/06  
**By** HH, Commissioner of Personnel  
**BBP Risk Factor**

**DISTINGUISHING FEATURES OF THE CLASS:**

A Laborer performs perform the physical/unskilled duties of the construction trades. This is hard physical work that requires endurance and a willingness to perform physically demanding tasks indoors and outdoors in all weather conditions. An employee in this class is responsible for assisting skilled workers in performing a variety of tasks such as road construction and maintenance, building construction and maintenance, landscaping, grounds maintenance and any other cleaning or repair work required. A Laborer who has obtained the appropriate license or learner's permit may be assigned to operate heavy trucks or heavy equipment on a trainee basis. The work is generally performed under direct supervision. Supervision of others is not a function of this class. The incumbent will perform all related duties as required.

**TYPICAL WORK ACTIVITIES:**

**The following work activities are illustrative. Not all duties will be performed at every location in the jurisdiction. In addition, other unspecified labor-class duties may be assigned by the supervisor or appointing authority as necessary.**

- May operate heavy trucks (with possession of the appropriate license or learner's permit) or heavy equipment on a trainee basis;
- May operate (with the appropriate license) light trucks, automobiles, mowing tractors, broom tractors or other motorized equipment;
- May rake and shovel asphalt to patch potholes or assist in the paving of roads;
- May assist in the installation, maintenance and repair of sidewalks by shoveling, jack hammering, laying forms, and pouring cement;
- May assist in the installation, maintenance, and repair of pipeline by excavating, laying pipe, and back filling;
- May cut brush, remove dead trees, plant grass, and mow lawns or rights-of-way;
- May clean debris from parking lots and culverts;
- May shovel snow, remove ice, and spread salt on targeted areas;
- May serve as a wing person on a snowplow;
- May operate power tools and equipment such as saws, mixers, jackhammers, snowblowers, mowers, or tractors;
- May act as a flag person on road-repair jobs;
- May perform routine maintenance on water and sewer systems;
- May clean and maintain vehicles and building areas;
- May pick up and haul recyclables and trash;
- May take part in general grounds maintenance activities such as litter and debris removal, lawn mowing, weed-eating, raking, reseeding, and trimming;
- May make deliveries, load and unload materials, and perform all necessary moving services;
- May perform physical labor in support of masonry, carpentry, electrical, HVAC, plumbing, and painting for maintenance and construction projects;
- May check buildings or other areas of responsibility to ensure that building systems are fully operational (e.g., HVAC, elevators, lights, roof, doors);
- Perform all labor-related duties as required by the supervisor or appointing authority.

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## **LABORER (CONTINUED)**

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Skill in the use of basic hand and power tools (e.g., hammers, wrenches, screwdrivers, power drills, and circular saws);  
Ability and willingness to perform routine tasks requiring physical exertion such as lifting, climbing, shoveling, raking, and mowing;  
Ability to operate and maintain a variety of buildings and grounds equipment and vehicles such as scaffolding, pumps, lifts, riding and walk-behind mowers, trimmers, chainsaws, blowers, plows, spreaders, pressure washers, and (depending upon the appointing authority) trucks (pickup, dump and lift-gate);  
Ability to follow oral and written directions;  
Ability to identify, avoid, and report potentially hazardous working conditions;  
Ability to understand, interpret, and follow all applicable safety policies;  
Willingness to work outdoors in inclement weather;  
Physical strength and endurance;  
Mechanical aptitude, manual dexterity, thoroughness, dependability, tact, and good judgment;  
Physical condition must be commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

There are no minimum requirements for this position.