

City of Black River Falls Job Description  
**PUBLIC WORKS DEPARTMENT**

**JOB TITLE: General Laborer**

Department: Public Works  
Reports To: Street Superintendent / Foreman  
FLSA Status: Hourly / Non-Exempt

**POSITION SUMMARY**

Under supervision of the Street Superintendent/Foreman, this position performs street maintenance, sewer maintenance, curb & gutter work, snow removal, brush collection, leaf collection, and performs other job-related responsibilities and tasks as assigned.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Street maintenance.
- Storm Sewer maintenance.
- Sanitary Sewer line maintenance.
- Curb & Gutter installation, removal, and repair.
- Snow removal as needed.
- Apply Salt/Sand to city streets as needed.
- Vehicle and Equipment Operations.
- Perform operation and safety checks on all vehicles and equipment prior to use including but not limited to pick-up trucks, dump trucks, snow plows, graders, skid steers, loaders, Tool Cat, power tools, and generators.
- Perform truck driving duties including towing a trailer and backing with a trailer.
- Physical labor.

**EDUCATION / LICENSURE/CERTIFICATION REQUIREMENTS**

- High School Diploma or G.E.D. required.
- Valid Wisconsin driver license and good driving record required.
- Valid Wisconsin Class B Commercial Driver License (CDL) with air brakes endorsement required.

**KNOWLEDGE AND SKILLS REQUIRED**

- Knowledge of City Safety Policies.
- Knowledge of Employee Handbook.
- Ability to operate 1-ton truck and trailer combination.
- Ability to operate a dump truck mounted snow plow and wing plow.
- Ability to operate heavy equipment including but not limited to a grader, dump truck, loader, and skid steer.
- Ability to operate Bobcat brand "Tool Cat" including all available attachments.
- Ability to use a variety of hand tools and power tools.
- Ability to wear/use personal protective equipment such as gloves, hard hat, safety glasses, safety vest, steel toed work boots.

**PHYSICAL AND MENTAL DEMANDS OF POSITION**

- Standing, walking, kneeling, crouching, sitting, lifting, carrying, climbing, pushing, pulling, balancing, reaching, grasping, and hearing.

- Handling, manipulating objects with hands, holding, grasping, and/or controlling with the hands.
- Exposure to physical hazards from equipment and traffic may occur.
- Walking 6-7 hours per day for a distance of 5-8 miles per day on asphalt, concrete, and uneven surfaces.
- Lifting a minimum of 100 lbs. and carrying 50 feet 4 times per day.
- Sitting 1-8 hours per day depending on tasks assigned.
- Climbing ladders while carrying equipment and climbing steps to operate heavy equipment.
- Pushing equipment that weighs up to 400lbs. 1-2 times per week
- Pulling equipment that weighs up to 60 lbs. 8-12 times per week (manhole covers, sewer grates, etc.)
- Crouching/Squatting 50-75 times per day and kneeling 8-12 times per day.
- Grasping/Handling 120 minutes per day for periods up to 15 minutes at a time
- Ability to lift 100 pounds from the ground to above the head.
- Approximately 90% of the work day is walking.
- Approximately 6% of the work day is standing.
- Approximately 4% of the work day is sitting.
- Percentages of time walking, standing and sitting may vary depending on tasks performed, the time of year, and weather conditions.
- Reaching above and below shoulder height frequently.

#### **ENVIRONMENTAL & WORKING CONDITIONS**

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The employee is regularly exposed to wet or dry conditions, outside weather conditions, variations from extreme cold to extreme heat. The employee is exposed to moving parts, high precarious places, fumes or airborne particles, risk of electrical shock, occasional exposure to toxic or caustic chemicals, and vibration, and any other type of environment normal for the course of this job.
- Outdoors 90-100% of the work day.

#### **WORK SCHEDULE**

- 7:00am to 3:30pm
- Monday through Friday
- 80 Hours per pay period
- Called in after-hours/holidays/weekends as needed for snow removal and/or other emergencies

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This job description should not be interpreted as all inclusive. It is intended to identify major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this description.

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

The City of Black River Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.