

## **CENTRAL SERVICES DEPARTMENT**

**A. JOB TITLE –GROUP 3 LABOR**

**B. DEFINITION**

Operates one or more types of light or moderately heavy motor equipment. Also required to do manual labor. Employee is under continuous supervision and receives detailed instructions from immediate supervisor before and during work.

**C. EQUIPMENT USED**

1. Personal protection equipment
2. Trucks of all sizes  $\frac{3}{4}$  ton and larger
3. Air compressors and air hammer
4. All types of hand held equipment and tools
5. Crack sealer with the help of operator
6. Tractors

**D. JOB LOCATION**

As assigned by supervisor

**E. PHYSICAL REQUIREMENTS**

Employee is continually standing, bending or may be sitting continually operating street maintenance equipment. Moderate manual dexterity is required to sort materials and operate equipment. Performs considerable heavy lifting, (up to 50 lbs. unaided.) shoveling and moving of materials requiring frequent exertion and strain.

**F. ENVIRONMENTAL / WORKING CONDITIONS**

Employee is subject to all types of inclement weather in the performance of duties. Occasional exposure to fumes, exhaust, noise, vibrations dust or dirt. Exposure to dangerous conditions while performing road maintenance.

**G. ESSENTIAL FUNCTIONS OF THE JOB**

Employee performs a variety of street maintenance duties using all kinds of equipment and hand tools.

**H. SOME ADDITIONAL EXAMPLES OF WORK PERFORMED**

1. Patch holes, seal cracks, direct traffic, run air hammer
2. Pick up dead animals, pick up debris
3. Trim trees and brush
4. Set up barricades, portable signs
5. Clean debris from around catch basins and inlets (surface only)
6. Painting of all kinds
7. May work in traffic making and installing signs.
8. May be required to work at recycling
9. Clean and maintain equipment
10. Any jobs assigned by management

**I. REQUIRED KNOWLEDGE AND ABILITIES**

Must be able to operate street maintenance equipment in a safe manor to prevent harm to self or others and prevent damage to equipment.

**J. QUALIFICATIONS**

1. Valid Indiana Commercial Driver's License – Class A or B preferred
2. High School diploma or equivalent
3. At least 21 years old preferred