

**COUNTY OF LINCOLN
Job Description Form**

Division/Department: Road

Job Title: Laborer

Reports to: Road Superintendent

Level/Grade: 101P \$10.82

Type of position:

Hours 40 /Week

- Full-time
- Part-time
- Temporary/Seasonal
- Emergency Hire
- Grant/Contract

- Classified
- Unclassified

General Description:

Operation and minor maintenance of all types of light equipment. Operation and minor maintenance of small equipment: weed eater, chainsaw, water pump, jackhammer, pavement cutting saw, and tamper. Cleaning and repairing culverts and cattle guards; taking down and replacing fences; assist with concrete prep work, pouring and clean up; installing new road signs, replacing signs and placement of road name signs; assist Road Crew in repairing paved roads with hot mix, help with resurfacing of roads and chip sealing; mowing weeds along roadways with a tractor and trimming trees along roadways. Miscellaneous duties in road yard and shop cleaning, such as, helping mechanic, moving equipment and materials, unloading material culverts, base course, cattle guards and cutting weeds. Employee must perform all duties with minimal supervision and perform other duties as assigned.

Education/Work Experience/Certification/Training Requirements/Abilities/Skills:

- High school diploma or GED certification, plus one year responsible work experience in the operations of light equipment, and general labor activities. Prefer experience to be in the field of road construction.
- Valid New Mexico State Driver's License. Must have a good driving record to be insurable for liability purposes.
- Knowledge of road work and minor maintenance on equipment.
- Must interact with the public and staff in a pleasant manner.

Work Conditions/Description of Tools, Equipment, Work Aids Used and Materials and/or Products Handled:

- Both indoors and outdoors. Normally works 6:30 a.m. - 5:00 p.m. - Monday-Thursday.
- Equipment listed above; petroleum products, grader blades, tire chains, construction signs, paint, water, weeds, salt, sand and canvas. Utilizes the shovel, rake, axe, pick, pitchfork, chain saw, digging bars, hand-held weed trimmer, sledgehammer, hand tools, tamper, jackhammer, auger, and cutting torch. Eye goggles, gloves, reflecting vests, cones, and flags are used as safety precautions.
- Work hazards, or potential work hazards include gas/electrical lines, and exposure of skin to gasses and fumes.
- May be required to work irregular hours, attend job related meetings, and out of town training and seminars.

Comments on Physical Requirements:

- Must be able to coordinate use of hands, eyes, and fingers in using hand tools and machines, and in the operation of equipment.
- Must pass a conditional post-offer of employment Physical Examination and Drug Analysis Test.
- Subject to random drug and alcohol testing.

Approved by: Carl Palmer

Date Posted: 04/30/2015

Date Hired: _____

Employee Declaration:

I have read the above job description. I understand the demands and expectations of the position described and to the best of my knowledge, believe I can perform these duties.

Name: _____

Date: _____