

CITY OF CHATTANOOGA
Classification Specification Title: City Laborer

Department: Public Works

Pay Grade: GS.03

Supervision Received From: Multiple

FLSA Status: Non-Exempt

Supervisory Responsibility For: None

Established: 7/01/21

Reviewed Dates: 4/1/25;

**8/27/24; 11/15/23; 10/20/23;
10/06/23**

CLASSIFICATION SUMMARY:

Incumbents in this classification are responsible for performing miscellaneous labor in the Department of Public Works. Work is performed under close supervision (although most tasks are so routine that little supervision is required).

SERIES LEVEL:

The City Laborer is a stand-alone classification in the Department of Public Works.

ESSENTIAL FUNCTIONS:

(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)

Performs assorted public works duties such as sweeping sidewalks and streets, blowing and raking leaves and collecting/picking up brush, garbage and recycling materials.

Participate in seasonal work such as ice and snow removal.

Perform various duties such as operating leaf blowers to remove leaves from various structures/landscapes, sweeping sidewalks and entryways.

Perform various duties in stowing scrap metal, delivering and retrieving vehicles from privately operated shops and picking up parts, supplies and mail.

Perform various duties in the cleaning and maintenance of various City facilities, buildings and landscapes including cleaning restrooms, sweeping and mopping of flooring, vacuuming, carpet cleaning, operating specialized cleaning equipment, washing windows, removing trash and litter, and collecting recycle.

Operate various hand and power tools requiring no special training or skill and minor equipment maintenance.

May be required to use, carry and answer their cell phone as determined by their job duties and the department head.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

This position is deemed essential during inclement weather situations, and must report to or remain at work, even when administrative closings are announced, as determined by the Department Head.

DEPARTMENT SPECIFIC DUTIES (if any):

When working in Facilities:

May set up and breakdown tables and chairs for scheduled meetings.

May maintain dumpster enclosures.

MINIMUM QUALIFICATIONS:

Work requires the ability to read and understand written instructions, to understand simple processes, and the routine operation of power tools and/or small maintenance equipment/machines. High School Diploma or GED preferred, but not required or any combination of equivalent experience and education.

LICENSING AND CERTIFICATIONS:

Valid driver's license may be required depending on assignment.

KNOWLEDGE AND SKILLS:

Knowledge of construction, grounds or buildings maintenance principles and practices; applicable equipment, materials and tools used in construction, grounds or building maintenance activities and safe work practices. Skill in following oral and written instructions; performing routine maintenance and construction tasks; operating and maintaining applicable construction, grounds and building maintenance equipment and tools and communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

PHYSICAL DEMANDS:

Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.

WORK ENVIRONMENT VARIES DEPENDENT ON ASSIGNMENT:

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force constantly to move objects. Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gasses, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.

SPECIAL REQUIREMENTS:

Safety Sensitive: Y

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee, 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 encourage both prospective and current employees to discuss potential accommodations with the employer.