

## CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

### CLASSIFICATION

**TITLE:** Laborer

**CLASS CODE:** 3111

### **GENERAL DESCRIPTION OF DUTIES:**

Incumbents perform assigned manual labor duties.

### **DISTINGUISHING CHARACTERISTICS:**

This is an entry-level labor classification in the Labor Series – Labor Group job family within the City of St. Louis. Incumbents perform a variety of routine duties. The distinguishing characteristics of this classification within the series include responsibility for performing assigned manual labor duties such as moving and cleaning equipment, grounds maintenance, refuse collection, tree and branch trimming and removal, boarding up vacant buildings, and other similar duties.

Incumbents work under direct supervision. Duties are performed according to determined instructions and prescribed by standards and procedures. The supervisor may, or may not, be present at all times.

### **EXAMPLES OF WORK (Illustrative Only):**

*(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)*

Cleans and moves equipment and vehicles.

Performs grounds maintenance duties; cuts grass, picks up litter, trims trees/shrubs; shovels snow.

Picks up, carries and removes refuse bulk items, debris, tree branches, etc. Loads items into truck or chipper; unloads trucks.

Boards up vacant buildings.

Operates trucks, tractors, mowers, chainsaws, and basic hand tools when necessary.

Runs errands.

Performs other duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

### **Data Utilization:**

Requires the ability to compile, assemble, copy, record and/or transcribe data and information according to a prescribed scheme or plan.

### **Human Interaction:**

Requires the ability to follow specific instructions and respond to simple requests from others.

### **Equipment, Machinery, Tools and Materials Use:**

Requires the ability to operate, maneuver and/or provide simple but continuous adjustment on equipment, machinery and tools such as mowers, tractors, motor vehicles, common hand tools, shovels, rakes and/or materials used in performing essential functions.

### **Verbal Aptitude:**

Requires the ability to utilize a wide variety of reference data and information such as production orders, operating instructions and schedules.

### **Mathematical Aptitude:**

Requires the ability to perform addition and subtraction.

### **Functional Reasoning:**

Requires the ability to carry out detailed but uninvolved written and oral instructions. Involves routine work according to clearly prescribed standard practices, with some latitude for independent judgment.

### **Situational Reasoning:**

Requires the ability to exercise the judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties that may be subject to frequent change.

### **Environmental Factors:**

Tasks may risk exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents and traffic hazards.

### **Physical Requirements:**

Tasks involve the ability to exert regular and sustained heavy physical. Requires the ability to climb, balance, stoop, kneel, crouch, crawl, and lift, carry, push, and pull moderately heavy objects and materials weighing up to fifty (50) pounds; and may occasionally involve objects and materials up to one hundred (100) pounds.

**Sensory Requirements:**

Requires the ability to recognize and identify individual characteristics of shapes to clearly distinguish objects.

**EDUCATION AND EXPERIENCE STATEMENT:**

Must be at least 18 years of age at the time of filing application.

**SPECIAL REQUIREMENTS:**

Currently possess and maintain a valid driver's license while employed by the City of St. Louis

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