

*City of Groves
Job Posting*

DEPARTMENT:	Public Works – Utilities
POSITION:	Laborer I
CLASSIFICATION:	Regular Full-Time
GRADE:	101 – NO CDL or 102 – CDL

HOURLY RATE FOR FY 2021-2022

101-No CDL Pay Scale

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$16.11	\$16.91	\$17.76	\$18.65	\$19.58	\$20.56	\$21.58	\$22.66	\$23.80	\$24.99

102 – CDL Pay Scale

Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$19.58	\$20.56	\$21.58	\$22.66	\$23.80	\$24.99	\$26.24

NATURE OF WORK

Under general supervision, perform both routine and skilled heavy, physical work in the construction, maintenance, repair and installation of water distribution and wastewater collection systems and related structures. Perform 24-hour stand-by duties as required for operations, maintenance, and safety of facilities.

REQUIREMENTS

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

A combination of education and experience and professional skills that best meets the needs of this position will be considered. Some considerations are:

- Ability to read and complete work orders, memos, basic written correspondence, and perform basic math calculations.
- Ability to reason and know when to make decisions and when to ask for instructions.
- Knowledge of working hazards and applicable safety precautions; care and use of tools and equipment used in cleaning and maintenance of water and sewer systems.
- Ability to perform heavy manual labor in outdoor conditions of extreme heat and cold while in the presence of mechanical or natural hazards
- Ability to climb into sub-surface and onto elevated locations necessary to facilitate repairs and installations.
- Ability to operate complex machinery and equipment and drive motor vehicles safely and effectively.
- Basic knowledge of methods of repair for water and sewer lines of various sizes, shoring of ditches, and confined space entry. Knowledge of construction methods and trench safety.
- Ability to obtain Wastewater Collections and Water Distribution license as issued by the Texas Commission on Environmental Quality.
- Each employee of the City of Groves is identified by the City to be part of the emergency response team before, during and/or after any emergency or disaster. Essential personnel are required to work before, during and/or immediately after an emergency or disaster.

EDUCATION AND EXPERIENCE:

A combination of education and experience and professional skills that best meets the needs of this position will be considered. Some considerations are:

- High school diploma or equivalent required.
- One year of experience in the wastewater collection or water distribution fields preferred.

(Years of education/experience may be considered in selection process regarding minimum qualifications)

CERTIFICATES AND LICENSES REQUIRED:

- Valid Class “C” Texas Driver’s License required.
- **Class A or Class B Commercial Driver’s License preferred.**

ENVIRONMENTAL FACTORS AND SAFETY HAZARDS:

Large capacity pumping equipment, working around heavy equipment, cave-ins. Working in outdoor conditions of extreme heat and cold while in the presence of mechanical or natural hazards.

TOOLS AND EQUIPMENT USED:

Dump trucks, crew trucks, compaction equipment (rollers, vibratory, etc.), sweeper, chainsaw, jack hammer, sledgehammer, compressor, skid steer, limb truck, motorized pipe saws, front end loader, wrenches, shovels, rakes, hammers, weed eater, mower, clippers, power saws, leaf blowers, and lifting harnesses.

DESCRIPTION OF PHYSICAL DEMANDS TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB AND PERCENTAGE OF TIME SPENT ON EACH:

Frequency: C = Constantly (2/3 or more of the time); F = Frequently (1/3 to 2/3 of the time);

O = Occasionally (up to 1/3 of the time); R = Rarely (less than 1 hour per week).

Physical Demand	Frequency	Description of Demand
Standing/Walking	C	Walking or standing on paved and natural surfaces such as turf, gravel, and dirt.
Sitting	O	Primary work is field operations of storm sewer conveyance and pavement maintenance.
Lifting/Carrying	F	Carrying equipment and materials for maintenance and repair of drainage and street repairs and maintenance such as opening manholes, vaults, etc. up to 100 lbs. Load/unload equipment, materials, tools, etc. from City vehicles.
Pushing/Pulling	O	Entering and traveling inside piping systems to perform visual inspection and identify structural failures.
Reaching	O	Physical activities performed in repair and installation of storm sewer conveyance and pavement systems.
Fine Dexterity/Handling	F	To operate tools, equipment, machinery, vehicles. Some use of the computer, calculator and writing.
Crouching/Crawling	F	Necessary movements consistent with performing repair and construction of storm sewer and pavement system components.
Twisting	F	Necessary movements consistent with performing repair and construction of storm sewer and pavement system components.
Kneeling/Bending/Twisting	F	Necessary movements consistent with performing repair and construction of storm sewer and pavement system components, including trench/confined spaces. Operate equipment.
Climbing	F	Necessary movements consistent with performing repair and construction of storm sewer and pavement system components including culverts, ladders and stairs. Operate equipment.
Vision	F	Perform repairs, and process information to assess factors relating to storm sewer and pavement system repairs.
Hearing/Talking	F	To communicate with employees, citizens, and construction contractors and personnel on the phone and in person.
Foot Controls	F	Operating required equipment to perform daily activities.

DESCRIPTION OF NON-PHYSICAL DEMANDS AND PERCENTAGE OF TIME SPENT ON EACH:

[Frequency: C = Constantly (2/3 or more of the time); F = Frequently (1/3 to 2/3 of the time); O = Occasionally (up to 1/3 of the time); R = Rarely (less than 1 hour per week)].

F time pressures

O irregular schedule

F frequent change of task

F tedious exacting work situation

F performing multiple tasks simultaneously

O emergency situations

O danger/physical abuse

C noisy/distracting environment

C working closely with others as part of a team

other: _____

AAP/EEO STATEMENT:

The City of Groves is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA) and the Americans with Disabilities Act Amendment Act (ADAAA) the City of Groves will provide reasonable accommodations, upon reasonable request, to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

OTHER DUTIES:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Applications may be printed online and emailed to sgaspard@cigrovestx.com or picked up and dropped off at:

City of Groves
Human Resources Dept.
3947 Lincoln Ave.
Groves, Texas 77619
Telephone (409) 960-5778