VALENCIA COUNTY
JOB DESCRIPTION

The following statements are intended to describe the general nature and level of work being performed. They should not be considered an exhaustive list of all responsibilities, duties and competencies required in the position.

JOB TITLE:	**LABORER**
DEPARTMENT:	Public Works, Road Department
PAY STATUS:	FLSA Non-Exempt
CLASSIFICATION:	Classified
PAY RANGE:	$14.50 per hour
DEADLINE TO APPLY:	UNTIL FILLED

JOB SUMMARY:
Performs major and minor road maintenance and repair as instructed, in accordance with Specific project requirements. Performs related maintenance, including, but not limited To, tree trimming, culvert repair, and refuse removal.

DUTIES AND RESPONSIBILITIES:

1. Perform duties of a laborer including breaking, mixing, and placing concrete and asphalt using hand tools and power tools; installing guard rails; lifting and loading material and equipment.
2. Clearing and cutting trees, brush, and grass along county roads.
3. Will be responsible for patching roads with asphalt.
4. Will assist in road projects to include digging, raking and flagging.
5. Will be responsible to check equipment daily to maintain efficient and safe operation, including tires, oil, brakes, fluid, water, brake lights, etc.
6. May be required to clean shop.
7. Other duties as assigned.

MINIMUM EDUCATION AND EXPERIENCE REQUIRED
High school diploma or GED certificate.

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to operate independently with a minimum of supervision.
- Ability to safely and effectively handle a range of light motorized road construction equipment.
- Ability to drive light commercial vehicles.

- Knowledge of road construction and maintenance procedures, techniques, and standards.
- Knowledge of traffic management principles, regulations and procedures.
- Ability to use hand and power tools applicable to trade.
- Ability to understand and follow specific instructions and procedures.
- Knowledge of basic vehicle inspection and maintenance including tire pressure, checking oil and water levels.

LICENSURES AND CERTIFICATIONS REQUIRED:

Valid New Mexico driver's license

OTHER CONDITIONS OF EMPLOYMENT:

- Ability to perform essential functions and adapt to working conditions.
- No history or pattern of reckless driving, DWI/DUI or irresponsible driving in the last five years.
- No history of felony misdemeanor conviction involving moral turpitude, violence, distribution of controlled substance or dishonesty.

WORKING CONDITIONS:

- Work involves extensive exposure to elements such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.
- Requires handling of average-weight objects up to 100 pounds, manipulation of heavy equipment and machinery, and standing and/or walking for more than four hours per day.
- Work involves exposure to hazards or physical risks, which requires following basic safety precautions.
- Outdoor duties may be performed on an even or uneven surface which may be wet, dry or slippery. Outdoor duties are performed in both normal and extreme weather conditions.

PRE-EMPLOYMENT REQUIREMENTS

1. Interview
2. Criminal record check.
3. General employment background check.
4. Driving record check.
5. Pre-employment physical and drug test.

I hereby affirm that I have received a copy of the positions specifications listed above; I acknowledge that it is my responsibility to familiarize myself with the duties and expectations of the position described.

Applicant: _____ Date: _____

VALENCIA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER