



Seneca County
Personnel Department

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WATERLOO, NEW YORK 13165

TO: ALL APPLICANTS APPLYING FOR **LABORER**

FROM: SENECA COUNTY PERSONNEL DEPARTMENT

SUBJECT: APPLICANT INFORMATION AND JOB DESCRIPTION

Please be advised that we are accepting applications for this title on a continuous basis. When applying for this title, please indicate the jurisdiction(s) (Towns, Villages, Schools or Seneca County) that you wish your application to be sent on the online application.

PLEASE NOTE: Applying for this title does not necessarily mean that there is a current opening at this time; however, your application will be forwarded to the jurisdiction(s) that you have indicated for future vacancies. The position for which you are applying is in a school district. please contact the school district for availability and salary information.

LABORER DISTINGUISHING FEATURES OF THE CLASS:

This is routine manual work requiring physical endurance and a willingness to perform arduous tasks. Laborers usually work under continuing supervision or their activities are subject to frequent inspection.

LABORER TYPICAL WORK ACTIVITIES: (Illustrative Only):

Assists in the maintenance or construction of roads, streets, utility and drainage systems by digging and back-filling trenches, spreading asphalt, sand and gravel;

Assists in the maintenance and repair or installation of water and sewer mains and services by shoveling, backfilling, tamping, spreading asphalt, sand and gravel;

Assists in preparation, laying out and maintenance of athletic fields and areas designated for beautification by clearing, grading, reseeding, weeding and lining;

Operates power driven tools and equipment such as saws, compressors, drills, mixers, pumps and mowers;

Uses hand tools such as shovels, scythes, forks and rakes in grounds maintenance and beautification work;

Loads and unloads trucks and equipment, stacks materials and supplies;

Acts as flagperson on highway jobs, directs trucks at loading and unloading sites;

Assists in erecting or assembling snow fences, barricades, picnic tables and recreation equipment;

Performs cleanup of jobsites and buildings using various equipment;

Cleans trucks and equipment when necessary;

Performs general clean-up work such as removing debris, raking leaves, cutting grass and weeds, shoveling snow, and assisting in collection of rubbish and litter from public lands and facilities;

May assist with installing, replacing and reading of water meters.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Willingness to perform routine manual tasks; ability to lift heavy weights; ability to follow simple oral or written instructions; willingness to work under all weather conditions; physical condition commensurate with the duties of the position.

MINIMUM QUALIFICATIONS:

None is required, but some experience in heavy manual labor is desirable.