



Village of Dupu is taking applications for the position of

General Laborer

Applicants must apply at

Local 100 Hall 9439 Lebanon Road, East St. Louis, IL (Off Old Lincoln Trail & 161)

Between the hours of 8:00a.m. to 10:00a.m. on Mondays

Applicant must tell them you are applying for the Village of Dupu

06.25.21

CITY OF DUPO / JOB DESCRIPTION / LABORER

DEFINITION

To perform a variety of responsible public works, construction, maintenance, repair and labor activities; to operate power-driven equipment and tools; and to perform related work as required.

SUPERVISION RECEIVED

Work is performed under the supervision of the Department of Public Works or other designated employee.

EXAMPLE OF DUTIES AND RESPONSIBILITIES

The following duties are normal for this position but dependent upon the level of skill, ability, and expertise of the individual. They are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Operate light and heavy trucks, snowplows, street sweeper, backhoe, tractor and other contractor and power drive equipment.
- Operate backhoe, tractors, pumps, air compressors, jet vacuum machine, lawn mowers, and other power-driven equipment and tools.
- Maintain sanitary lift station.
- Perform snow removal activities. (Power equipment and manually)
- Perform emergency water and sewer line repair work as required. (24 hours a day)
- Jet, flush, clean, and repair sanitary and storm sewer mains and laterals. □ Build water and sewer mains. Tap and run service lines
- Build, repair manholes, catch basins and other structures.
- Assist in maintaining parks and recreation equipment and facilities.
- Repair and patch streets.
- Assist in maintaining public buildings.
- Repair fences and perform concrete work.
- Install, repair and replace traffic, street and other signs.
- Service auto, truck, general equipment and facilities.
- Perform varied landscaping and grounds maintenance work. Pruning of trees/shrubs; chip brush.
- Perform rough finish carpentry, construction and bench repair work. (Plumbing and Electrical)
- General painting and maintenance.
- Expected to deal with the public and coworkers in a courteous and respectful manner and perform duties in a safe and efficient manner.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Reasonable knowledge of work methods, practices and procedures involved in a variety of public works construction, maintenance and repair activities.
- Reasonable knowledge of street, sidewalk, water line, sewer line, buildings and grounds maintenance work.
- Reasonable knowledge of the operation of trucks and other automotive and power-driven equipment and tools.
- Ability to perform heavy manual labor under all types of weather and other conditions.
- Ability to prepare accurate records.
- Ability to understand and follow verbal and written instructions.
- Familiarity with streets and other locations in the City.
- Physically active and strong.
- Ability to work effectively with other employees and the public.
- Be generally available for off-hour emergencies and weekends on call.
- Ability to work under emergency conditions winter and summer up to 24 hours per day.
- Basic computer knowledge (Hand held for meter reading).
- License in water distribution – sewage collection a plus.
- Good personal hygiene and appearance.
- High School Graduate.
- Some experience in variety of public works equipment operation, maintenance, construction and repair tasks.
- Must possess a valid Illinois Commercial Driver's License with proper endorsements.
- Be able to pass physical and drug testing.

PHYSICAL CHARACTERISTICS OF WORK

Driving, climbing, stooping, kneeling, crouching, walking, lifting, reaching, hearing, grasping, typing, finger dexterity and repetitive motions.

Outside work involving frequent standing and walking, includes exposure to cold and heat. Employee may also be exposed to darkness or poor lighting, dirt/dust, fumes/odors, moving machinery, noise, vibration, visual strain, wetness/humidity, mechanical hazards, chemical hazards, traffic hazards, microbiological hazards and bodily injury. The work may also expose the employee to unpleasant social situations, significant work pace pressure and irregular hours.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.