



840 Main Street
Peekskill, New York 10566

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VACANCY FOR LABORER

Posting Date: MAY 9, 2018

Starting Salary: \$63,811.00

The City of Peekskill is seeking to fill the position of Laborer for the Department of Public Works. Please see the attached job description for a complete list of duties and responsibilities. **If you applied for this position within the past six months there is no need to resubmit an application since such applications are being considered for this current opening.**

Applicants must meet the Westchester County Civil Service requirements to be appointed or to transfer to this position. To be considered, please submit a completed City of Peekskill Employment Application to the Human Resources Department, 840 Main Street, Peekskill, NY 10566. You may also submit this material via e-mail (jduncan@cityofpeekskill.com). Employment Applications can also be downloaded from the City's website (www.cityofpeekskill.com) or obtained from the Human Resources Office.

There are no residency requirements to participate in the application process, but preference in appointment may be given to qualified candidates that have been City of Peekskill residents for at least 30 days prior to the effective date of appointment.

The City of Peekskill is an Equal Opportunity Employer.

Application Deadline: MAY 16, 2018



CITY OF PEEKSKILL JOB DESCRIPTION
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<i>Job Title:</i> <i>Civil Service</i> <i>Job Class Code:</i>	Laborer 0425 -05	<i>Department:</i> <i>Department Number:</i>	Public Works
<i>Reports to:</i>	Public Works Supervisor	<i>Civil Service</i> <i>Classification:</i>	Labor
<i>Prepared by:</i>	City of Peekskill Department of Human Resources	<i>Employment Status:</i>	Full-Time
		<i>FLSA Status:</i>	Non-Exempt

JOB SUMMARY

Under direct supervision of a higher level employee, an employee in this class performs routine unskilled manual laboring work. Supervision is not a responsibility of this position. Does related work as required

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned. Performs routine cleaning, maintenance and repair assignments;

- Loads and unloads materials, and equipment from trucks;
- Receives and/or moves supplies, equipment, and furniture;
- Cleans and operates equipment supplies and instruments in accordance with defined procedures;
- Rods and flushes sewers and cleans manholes and catch basins;
- Digs and refills trenches for water lines;
- Rakes leaves and hauls away rubbish;
- Does rough cement finishing, rakes asphalt, sets forms for asphalt, does rough grading and otherwise assists in street maintenance activities;
- May assist in the painting and erection of street signs;
- May assist in painting lines on highway;
- Cuts grass by hand or with tractor driven mowing machines and cuts up trees that have been felled;
- Performs snow removal duties;
- May perform other incidental tasks as needed.

MINIMUM QUALIFICATIONS: None

(As adopted by the Westchester County Human Resources Department)

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Ability to follow oral instructions; ability to get along well with others; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential duties of the position; industrious in work performance; physical strength and agility; physical condition commensurate with the duties of the position.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Static Strength — The ability to exert maximum muscle force to lift, push, pull, or carry objects.

Multilimb Coordination — The ability to coordinate two or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting, standing, or lying down. It does not involve performing the activities while the whole body is in motion.

Trunk Strength — The ability to use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without 'giving out' or fatiguing.

Control Precision — The ability to quickly and repeatedly adjust the controls of a machine (e.g. string trimmer) or a vehicle to exact positions.

Manual Dexterity — The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.

Near Vision — The ability to see details at close range (within a few feet of the observer).

Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences.

Stamina — The ability to exert yourself physically over long periods of time without getting winded or out of breath.

Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense.

Dynamic Strength — The ability to exert muscle force repeatedly or continuously over time. This involves muscular endurance and resistance to muscle fatigue.

ENVIRONMENTAL CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is not subject to substantial exposure to adverse environmental conditions.

EMPLOYER'S DISCLAIMER:

- All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.
- This job description in no way states or implies that these are the only duties to be performed by the employee holding this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties as required by the applicable Department Head/supervisor and/or City Manager.
- This job description is intended for the internal use by the City of Peekskill and does not replace the job specification that has been adopted by the Westchester County Human Resources Department.
- This job description does not create a contract of employment, express or implied.