

# Classification Description



**Title:** Laborer  
**Job Code:** 4430  
**Pay Range:** 410  
**FLSA Status:** Non-Exempt

**Employee Group:** LIUNA 483 Variable Hour  
**Established:** NA  
**Revised:** 12/05; 9/10; 12/14;10/23  
**EEO Category:** Service/Maintenance

## CLASSIFICATION DESCRIPTION

Perform unskilled to limited semi-skilled maintenance and operational light and heavy manual labor. Duties depend on assigned Metro facility responsibilities as well as seasonal, program, setting, and other requirements. Work may be performed in hazardous locations at times and under inclement weather conditions.

## DISTINGUISHING FEATURES

The Laborer classification is distinguished by the performance of unskilled to limited semi-skilled duties. Semi-skilled duties include basic servicing, adjustments and minor repairs to equipment, irrigation and pipe systems; asphalt placement and minor pavement repairs, and herbicide and pesticide application. Assignments are often the more routine and less complex duties associated with regular classifications, such as custodial, grounds, maintenance and warehouse duties.

## DUTIES AND RESPONSIBILITIES

1. Performs a variety of unskilled and limited semi-skilled work in the layout, construction, maintenance and repair of Metro facilities, which depending on assignment may include zoo grounds and facilities, boat ramps, campgrounds, forest trails, wilderness areas, picnic areas, playgrounds, amphitheaters, and other areas.
2. Mows, rakes, edges and trims lawns, operates small horsepower mowers and edger; waters and weeds lawns, shrubs and flowerbeds; assists in simple, routine garden work; assists in digging, balling and replanting trees and shrubs; cuts brush; applies herbicides; may operate chain saw under supervision to remove limbs, cuts up downed trees or other simple cutting tasks.
3. Cleans and performs simple maintenance tasks in building areas, grounds areas and on equipment and apparatus; applies paint to surfaces such as benches, tables and buildings.
4. Performs basic zoo light repairs which includes clipping zip ties to remove older light strings/rope, attaching new light strings/rope to frames with zip ties and attaching premade splices or other connectors.
5. Prepares surfaces for replacement of asphalt; shovels asphalt paving mix; seals pavement cracks with asphalt; spreads sand on roads and paths; removes snow.
6. Sweeps litter, glass and leaves from roads, paths and other areas; loads refuse into vehicles or drop boxes; cleans gutters and roofs.
7. Performs miscellaneous duties around storage yards and buildings; patrols and cleans areas; loads and unloads trucks; stores materials; checks tools in and out, cleans tools; washes and fills trucks with gasoline, uses pressure equipment to wash down areas.
8. Digs and backfills trenches and holes with hand tools for pipe repair and installation; assists in repairing leaks in water mains and services; assists in caulking joints, repairing valves, tapping mains, and cutting pipes; assists in repairing drinking fountains.

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9. Sets up and breaks down canopies and related equipment for events.
10. Replenishes supplies for building areas.

It is the responsibility of all Metro employees to:

1. Actively participate on committees and/or attend meetings as assigned.
2. Fulfill Metro's core values of public service, excellence, teamwork, respect, innovation and sustainability. This includes, but is not limited to:
  - Build and maintain positive relationships and contribute to a positive team atmosphere; engage others in ways that foster respect and trust
  - Encourage and appreciate diversity in people and ideas – seek to understand the perspectives of others
  - Provide excellent customer service – assist the public, public officials and agency partners, and other employees in a professional and courteous manner with the goal of meeting or exceeding expectations
  - Practice continuous improvement - research new possibilities, contribute ideas and stay current in field of work
  - Demonstrate sustainable practices in applicable field and generally for resource use and protection
  - Work assigned schedule (if applicable); exhibit regular and predictable attendance
  - Practice safe work habits
  - Comply with Metro and Metro's visitor venues policies, procedures and applicable work rules; applicable law and collective bargaining agreements as appropriate
3. Perform assigned duties during an emergency situation.
4. Perform other duties as assigned.

### **JOB SPECIFICATIONS**

#### **Education/Licensing and Work Experience:**

- Sufficient experience or training in basic grounds and building maintenance
- Current driver's license and driving record sufficient to be insured by Metro insurance carrier
- Any combination of education and experience that provides the necessary knowledge, skills, and abilities to perform the classification duties and responsibilities

#### **Knowledge, Skills and Abilities:**

- Routine building and grounds maintenance, methods and practices
- Use hand and power tools applicable to the work
- Understand and follow oral and simple written instructions
- Use discretion with confidential and sensitive matters
- Perform all position essential duties and responsibilities
- Fulfill Metro's core values of public service, excellence, teamwork, respect, innovation and sustainability
- Work assigned schedule and exhibit regular and predictable attendance

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- Work in a safe manner and follow safety policies, practices and procedures
  - Comply with Metro and Metro's visitor venues policies, procedures and applicable work rules; applicable law and collective bargaining agreements as appropriate

### **Additional Requirements:**

- Successfully pass the background check and screening requirements required for the position

### **SUPERVISION RECEIVED**

Supervision is received from assigned supervisor or lead worker.

### **SUPERVISION EXERCISED**

### **RELATIONSHIPS/CONTACTS**

### **TOOLS AND EQUIPMENT; PROTECTIVE CLOTHING**

A variety of hand and power tools and equipment such as pickup truck or other vehicle, power mowers, chain saws, edger, pressure washing equipment, and ladders.

### **WORK ENVIRONMENT**

Duties may require prolonged strenuous efforts in hazardous locations, contaminated areas, enclosed spaces, at heights, under inclement weather, and other adverse conditions. At the Oregon Zoo, work may be performed in close proximity to dangerous animals.

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*The classification description indicates the general nature and level of work of positions grouped within this classification; it is not intended to be a comprehensive inventory of all duties and responsibilities, job specifications, work environment or other characteristics of a specific position. The classification description is not an employment agreement between the employee and Metro or Metro's visitor venues and is subject to change by Metro. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.*