

ORANGE COUNTY CLASS SPECIFICATION

TITLE: LABORER I **GRADE:** 5

TITLE ABBREVIATION: LABORER I **TITLE NO.:** 6432

JURIS.CL: L **SALARY CODE:** 01 **EEO CODE:** SM **FLSA CODE:** NE

DEPARTMENT: VARIOUS **DIVISION:**

SUPERVISOR'S TITLE: VARIOUS

DISTINGUISHING FEATURES OF THE CLASS: This is an entry-level position involving routine manual work requiring physical endurance and a willingness to perform arduous tasks. The work is performed under direct supervision of a designated supervisor. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Performs, as part of a highway maintenance or construction crew, work on drainage, ditching, cleaning culverts and driveway pipes; also, cleaning roadways and parking lots of tree limbs, papers, and trash; also patching roads with asphalt plant mix; performs traffic control and flagging for road crews;
2. Performs, as part of a highway maintenance or construction crew, necessary roadside cleaning and maintenance work such as mowing and trimming vegetation and grass; also, setting and painting guide posts and rails;
3. Performs, as part of a highway maintenance or construction crew, such work as cleaning roadway section of trees with axes and power saws; operating jackhammers to drill rock when necessary; helping lay pipe for culverts and driveways; directing traffic to protect driving public; sloping banks in a workman-like manner; helping during the application of gravel sub-base and general cleanup;
4. Performs, as part of a highway maintenance or construction crew, such work as preparing fine grade; helping to apply road oil; laying stone to proper thickness; helping to maintain traffic; spreading chips or grit on roadway after stone is mixed to fill voids; helping to lay plant-mixed asphalt concrete to road surfaces; setting and painting guide posts and rails;
5. Performs, as a part of a park maintenance or construction crew, various unskilled tasks and work in connection with maintaining grounds, buildings and facilities involving manual operations and maintenance of equipment and tools such as, but not limited to, mowers, road surfacing equipment, tractors, chain saws, hand tools and power tools;

6. Performs, as part of a highway maintenance or construction crew, work in connection with snow removal, shoveling snow from bridges, spreading salt and sand and helping on plow trucks; also assembling and disassembling snow fences and replacing broken guards;
7. Assists in making, installing, and maintaining traffic signs and markings;
8. Assists in performing general building and grounds maintenance work including, but not limited to, painting and renovating; door, window and hardware repair; ceiling tile replacement; electrical repairs and installations; plumbing and HVAC repairs and maintenance; furniture and fixture installation and repair; floor treatment installation and repair;
9. Performs material handling tasks involving heavy lifting and carrying;
10. Assists skilled laborers in painting and renovating, also constructing and maintaining bridges.
11. Performs as part of an airport operations or maintenance crew, line service for incoming aircraft including parking, refueling, cleaning windshields and checking oil;
12. Performs, as part of an airport operations or maintenance crew, refueling of service trucks and is responsible for assisting with snow removal from runways; performs maintenance duties in airport buildings and grounds;
13. Performs, as part of an airport operations or maintenance crew, withdrawing and returning aircraft to hangars as requested; maintains log of all aircraft based at Airport; processes and completes credit card and cash transactions;
14. Performs, as part of a wastewater operations crew, maintenance work, under direction of immediate supervisor, involving repair and maintenance of machinery, wastewater lines, and equipment in a wastewater treatment plant;
15. Performs, as part of a wastewater operations crew, necessary work in flushing and cleaning wastewater lines and manholes; collects wastewater samples daily for analysis;
16. Performs, as part of a wastewater operations crew, routine maintenance work in a wastewater treatment plant such as oiling, greasing and cleaning of equipment;
17. Performs, as part of a transfer station operations crew, material handling tasks involving heavy lifting and carrying, maintaining grounds, collecting litter and trash, using hand and certain mechanized tools, etc., in addition to other tasks identified in these specifications not linked to a particular department/crew;
18. When assigned to the Department of Parks, Recreation and Conservation, operates a tow-line, provides assistance and ensures public safety during snow-tubing, sledding, skating and skiing activities, or as directed, duties of a Park Attendant;

19. May operate motor equipment in the performance of duties;
20. May operate heavy motor equipment on a relief or trainee basis with proper licensure;
21. May be asked to oversee Public Works receiving operations including but not limited to placing supply orders, inventory control, checking in orders and accounting of deliveries, work with office staff and Supervisors to create purchase orders.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Ability to perform routine manual work, ability to lift heavy weights; ability to follow oral instructions; willingness to work under all weather conditions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

SPECIAL REQUIREMENT: Possess and maintain a valid driver's license.

REVISED 06/9/25