



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

JOB POSTING

Open until filled

Complete “City employment application” and “authorization to release information”
at http://whittieralaska.gov/employment_opportunities.html
and submit to publicworks@whittieralaska.gov.

POSITION TITLE: LABORER II

DEPARTMENT: PUBLIC WORKS

SUPERVISOR: DIRECTOR OF PUBLIC WORKS.

CLASSIFICATION: NON-EXEMPT, HOURLY. Serves minimum 90 day probation

POSITION SUMMARY: Under the supervision of the Public Works Director, performs Water, Waste Water and Storm Sewer installation and maintenance, snow removal, and/or repair tasks and care of the City of Whittier parks, roads, grounds, buildings, trails and other duties as directed.

ESSENTIAL FUNCTIONS:

1. Ability to perform unskilled and semi-skilled maintenance work on various City property.
2. Ability to perform basic plumbing and Electrical skills.
3. Ability to read and write English.
4. Ability to read blue prints, design specifications, and operation and maintenance manuals.
5. Ability and willingness to clean public restrooms, pick up trash, empty garbage cans, etc.
6. Ability to work cooperatively with other employees of the City.
7. Ability to interact with the public in a polite and courteous manner. Must be able to meet and assist the public in a professional manner.
8. Must be able to lift 75 pounds occasionally.
9. Must be able to lift 50 pounds repeatedly.
10. Must be able to move up to 450 pounds using a hand cart.
11. Ability to operate and maintain chainsaws, lawnmowers, weed whackers, blowers, paint sprayers, and similar tools and machinery.
12. Must have basic computer skills including email and Microsoft Office applications.
13. Must be able to operate heavy equipment such as Backhoe, Skidsteer, Wheel Loader, etc.

14. Must be able to function in confined spaces such as manholes, and complete any training required for confined spaces.
15. Ability and willingness to work outside in adverse weather conditions (snow, rain, wind, etc.)
16. Ability and willingness to work overtime when necessary. This may include nights and weekends.
17. Must exhibit excellent self-motivation and the ability to accomplish tasks without direct supervision.

OTHER RESPONSIBILITIES:

1. All other duties as assigned by the Director of Public Works.

ESSENTIAL EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

1. High School diploma or G.E.D. required.
2. Must possess and maintain during employment with the City, an Alaska Department of Environmental Conservation "Small Water System, Untreated" license. If not held at hire, must obtain within 90 days of hire as a condition of hire.
3. Must possess and maintain during employment with the City, a valid Alaska Commercial Driver's License (CDL). If not held at hire, must obtain within 6 months of hire as a condition of hire. This position will be subjected to the rules of the Federal Motor Carriers Act and is subject to random drug and alcohol testing.
4. While performing the duties of this job, employee will be required to walk; reach with hands and arms; balance; stoop; kneel; crouch; and lift heavy objects repeatedly. The employee will be required to function in confined spaces. The employee is frequently required to talk and hear; stand, sit for long periods of time; use hands to handle, feel and use computer keyboard. Specific vision abilities required by this job include close vision and depth perception; ability to operate equipment safely and pass required eye exams for CDL.

The above job description is to be used as a guide for accomplishing organizational and department objectives, and only covers the primary functions and responsibilities of the position. It is in no way to be construed as an all-encompassing list of duties. 5/17