



## City of Tahlequah, Oklahoma Job Description

**Job Title:** Laborer/Operator

**Department:** Street

**Reports To:** Street Commissioner, or their designee

**FLSA Status:** Non-exempt

**Classification:** Grade 3

**Summary** Perform a variety of tasks necessary to maintain and improve the general condition and usability of the streets, bridges, alleys, sidewalks, easements and parking areas within the responsibility of the Tahlequah Street Department.

**Essential Job Functions: Include the following. Other duties may be assigned.**

- 1) Performs rough carpentry work for use in concrete forms.
- 2) Operates snow and ice removal. Brush and debris removal equipment.
- 3) Operate equipment as necessary including tractors w/mowers, trucks and front-end loaders. Perform routine daily preventative maintenance on equipment at the job site.
- 4) Operate small motorized equipment and hand tools as needed. Be on call 24/7 if needed.

**Qualifications** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 1) Self motivated to be able to work individually and cooperative enough to function as part of a team.
- 2) Willingness to do manual labor outside and in all types of weather.

**Education and/or Experience**

- 1) High School Diploma or equivalent is preferred.
- 2) One year of experience in equipment operation or equivalent vo-tech training.

**Certificates, Licenses, Registrations**

- 1) Must possess a valid Oklahoma Class "D" Driver's License.
- 2) Must have a Commercial "Class B" Drivers license and maintain it throughout your employment.

**Other Qualifications**

- 1) Must successfully complete required drug testing and physical examination per City of Tahlequah's policies.
- 2) Have and maintain a driving record sufficient to satisfy the insurance mandates placed upon the city.
- 3) Establish employment eligibility under USDOL and City of Tahlequah rules and policies.

**Physical Demands** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The job is considered "Heavy Work" at times.