



Job Description

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| Job Title | Laborer | Department | Fire |
| Reports to | Fire Coordinator | Salary Level | VI |
| Classification | Non-Exempt | Revision Date | 05.01.14 |

I. General Description

This position is responsible for assisting the Fire Department Coordinator to perform skilled labor.

II. Reasonable Accommodations

To perform this job successfully, an individual must be able to perform each essential job duty and physical demands satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

III. Essential Job Duties

1. Perform skilled labor using hand and power tools.
2. Assist with inspections of hydrants, firefighting hoses, and related items.

IV. Knowledge, Skills and Abilities:

Knowledge:

Use of construction tools, including, but not limited to: saws, gas powered chain saw, skills saws, carpentry tools, mechanical tools, plumbing tools and electrical tools. Able to take direction and instruction on how to use tools as directed by supervisors.

Skills and Abilities:

This position must demonstrate the following skills and abilities:

1. Must be aware of the dangers of surrounding work area.
2. Interact with co-workers in a courteous, helpful and professional manner.

V. Work Environment and Physical Effort

The Laborer position can be a physically strenuous and demanding job. He/she will be lifting, pulling and managing heavy hoses and objects. The Laborer position will have to work in all weather, and must be prepared for both extreme heat and cold. The Laborer occasionally works near moving mechanical parts, occasionally fumes or airborne particles, toxic or caustic chemicals.

While performing the duties of this job, the employee is regularly required to walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear.

The Laborer must occasionally lift and/or move up to 100 pounds.



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VI. Education and/or Experience

Education:

1. Minimum of High School Diploma or General Equivalency Degree (GED).

Experience:

1. Experience as a laborer helpful but not required.
2. Valid Alaska Driver's License preferred.

VII. Certification and Training

VIII. Supervisory Responsibility

None

IX. Scope of Employment

Temporary, part-time, non-exempt position.

X. Acknowledgment

I understand the duties of this position as detailed in this job description.

Employee: _____ Date: _____

This job description is accurate and has been reviewed with the above employee:

Supervisor: _____ Date: _____

This job description approved by:

| | Initials | Date |
|------------------|----------|-------|
| Department Head: | _____ | _____ |
| City Manager: | _____ | _____ |