CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 513.3

Job Title: **LABORER**

Pay Grade: 5

GENERAL SUMMARY:

Performs a series of limited maintenance and repair activities for structures, facilities and equipment to provide a safe, hygienic and quality environment.

RESPONSIBILITIES:

- Performs a variety of manual, labor intensive, general maintenance and repair activities.
- Operates hand and power tools and equipment.
- Monitors inventory control.
- Performs painting, roofing, carpentry and plumbing activities.
- Reads and monitors gauges.
- May operate vehicles to and from work locations.
- Performs additional miscellaneous assignments as required.

SPECIFICATIONS:

KNOWLEDGE:
Very fundamental levels of the ability to read, write and follow simple oral instructions as might normally be acquired through up to 8 years of formal schooling. May require a valid Texas Class C driver's license and compliance with the City of Houston's policy on driving.

EXPERIENCE:
No experience is required.

COMPLEXITY:
Work consists of routine and repetitive tasks, processes or operations requiring the selection and execution of simple actions.

IMPACT OF ACTIONS:
Errors in work typically lead to minor inconvenience and costs. Work is typically performed under close supervision of simple routine duties to ensure completion; or tasks are so highly routine that they may simply require following standardized instructions without continuous direct supervisory observation.

SPECIFICATIONS: (continued)

SUPERVISION EXERCISED:

Direct Supervision:
No direct report employees.

Indirect Supervision:
No indirect reports.

CONTACTS:

Internal Contacts:
Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

External Contacts:
Level of external contact is extremely infrequent with virtually no outside contact. Interaction involves routine information exchange and/or simple service activity that requires common courtesy; e.g., directing calls, and answering simple questions.

PHYSICAL EFFORT:
The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

WORK ENVIRONMENT:
There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:
Requires the ability to make simple gross motor responses within large tolerances.

MISCELLANEOUS:
All duties and responsibilities may not be included in the above job description.

JOB FAMILY:
Laborer
Semi-Skilled Laborer

Effective: October 1990
Revised: April 1997
Revised: November 2024