

LABOR FOREMAN

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, incumbents of this position are responsible for the completion of non-skilled work assigned to the crew. Incumbents of this position do not ordinarily engage in the actual laboring work themselves. Supervision is exercised over a labor crew which is usually composed of six to ten unskilled and semi-skilled laborers. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises labor crews engaged in unskilled or semi-skilled work, including but not limited to the following:

Road, slope, and shoulder re-grading;

Maintaining planting areas, foot and bridle paths;

Laying and/or patching black top or concrete pavements, gutters, culverts, etc.;

Repairing guard rails, posts, fences, buildings, and bridges;

Painting traffic lanes;

Cleaning gutters, drainage culverts, and catch basins;

Cutting and raking grass and brush, and removing and burning same;

Spreading top soil and sodding greens;

Digging ditches and laying pipes;

Moving furniture, equipment, and materials;

Keeps time records and makes reports on work progress;

Keeps daily records on all equipment and materials being used by the labor crew.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Ability to plan, lay out, and supervise the work of others; ability to give practical instructions to unskilled personnel; ability to maintain simple records; initiative; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) three years experience in general construction or maintenance work; or (b) one year experience in the supervision of unskilled or semi-skilled employees; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: When required to operate motor vehicles an employee must possess a valid New York State Motor Vehicle Operator's license appropriate for the equipment operated.