



CITY OF PAWTUCKET

CITY HALL
137 ROOSEVELT AVENUE
PAWTUCKET, RHODE ISLAND 02860

OFFICE OF HUMAN RESOURCES

DONALD R. GREBIEN
MAYOR

INTERNAL/EXTERNAL BIDS

The City of Pawtucket is posting the following vacancy in Local 1012 AFSCME:

DEPT.	DIVISION	JOB TITLE	PAYGRADE SALARY RANGE
2	Public Works	Streets & Bridges (34)	Laborer II R10 - \$666.40-\$687.01

Scheduled Hours: 7:00 AM to 3:30 PM

Minimum Requirements upon application:

- High school education/GED; at least one month related experience or training.
- A valid Commercial Drivers' License.
- Must be able to lift and/or move up to 75 pounds.

A Copy of High School Diploma or GED is required upon application, along with a copy of current CDL license.

Job Specifications are posted in the Personnel Division for your review.

Candidates must meet minimum qualifications as stated in Job Description

Internal Application Period: November 19, 2020 –December 3, 2020

External Applications Period: November 19, 2020– Until filled

Internal Applicants must fill out transfer request form and return to HR along with copy of your diploma/GED as well as your CDL. External Applicants must apply on Indeed.com

The City of Pawtucket is an Equal Opportunity/Affirmative Action Employer and fully complies with the Americans with Disabilities Act.



CITY OF PAWTUCKET Job Description

Job Title: Laborer II
Department: Public Works
Reports To: Immediate Supervisor
Prepared By: ASG
Paygrade: R-10
Prepared Date: October 1999
Approved By: JC
Approved Date: January 6, 2000

SUMMARY

General laboring tasks as needed, directed by a Foreman or journeyman-level craftsman who issues general or specific orders depending on the work.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Include the following. Other duties may be assigned.

Installs and maintain street traffic signs and other traffic indicators such as painted crosswalks, traffic islands, channels and barricades.

Occasionally collects garbage and loads it into a garbage packer

Performs general laboring tasks in the maintenance and construction of streets and sidewalks.

Occasionally performs general laboring tasks in the maintenance of recreational facilities including the maintenance and repair of recreation equipment.

Occasionally operates trucks, tractors, mowing equipment, jackhammers and other equipment needed to complete regular job assignments.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

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.

EDUCATION and/or EXPERIENCE

High School Diploma/GED; at least one month related experience or training.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

REASONING ABILITY

Ability to apply common sense understanding to carry out simple one- or two-step instructions. Ability to deal with standardized situations with only occasional or no variables.

CERTIFICATES, LICENSES, REGISTRATIONS

A valid Commercial Drivers License

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to sit. The employee must frequently lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to outside weather conditions. The employee is occasionally exposed to fumes or airborne particles. The noise level in the work environment is usually moderate.

CITY OF PAWTUCKET
Division of Personnel

Local 1012
EMPLOYEE REQUEST FOR POSITION TRANSFER

*****Form MUST be filled out completely*****

Name:

Address:

City, State & Zip Code:

Tel. #:

DOH:

Present Job Title and Division:

If you are applying for more than one position, please note your preference in box below; i.e., 1st, 2nd, 3rd, etc.

Position I wish to be transferred to:

Job Title:	Division:
	Preference:

Copies of any licenses, certificates, degrees, etc. required for this position MUST be attached at time of application.

I have reviewed the Job Description and understand the requirements for this position, furthermore, I understand that I may be required to successfully pass a competitive examination and/or Oral Board prior to a permanent transfer.

DATE: _____ **SIGNATURE:** _____