

LABOR FOREMAN I

PURPOSE AND NATURE OF WORK

This is work of a manual nature which requires leading and participating in the activities of employees engaged in limited construction, maintenance, repair, and related work. The work is performed with independence, but more unusual or difficult work is inspected by a superior while in progress and upon completion. Although a Labor Foreman I may personally perform the same duties as a Laborer II, provision of leadership and responsibility for ensuring quality completion of work distinguish this class from the class of Laborer II.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Works on a street maintenance and repair crew engaged in pouring and shoveling asphalt and concrete; raking, tamping, and smoothing asphalt; filling depressions; or in setting up and tearing down risers, tables, etc. for events at an auditorium or convention center. Oversees and participates in the maintenance and repair of recreational areas and facilities; mowing of grass; and the planting, watering, spraying, and trimming of trees, shrubbery, and flowers. Flushes and removes debris from road side ditches and coulees. Assists in the installation of culverts. Inspects, tests, and maintains fire hydrants. Confers with superiors on new or revised work methods and procedures; interprets work methods and procedures to subordinates.

Performs related work as required.

NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS

Knowledge of the materials, methods, and techniques commonly used in street and drainage maintenance; parks and recreation maintenance, repair, and minor construction activities; or maintenance of fire hydrants.

Knowledge of the hazards and safety precautions applicable to the assigned area of work.

Ability to lay out work and instruct subordinate unskilled and semi-skilled employees performing various maintenance, repair, and minor construction tasks, and to obtain effective results.

Ability to understand and follow oral and written instructions.

Ability to establish and maintain effective working relationships with superiors, employees, and the public.

Ability to obtain and maintain the appropriate class Louisiana driver's license.

Skill in the operation of necessary mechanical tools and equipment including light automotive equipment.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from high school or GED, and experience in the maintenance, repair, and minor construction of municipal facilities; or any equivalent combination of training and experience.

NECESSARY SPECIAL QUALIFICATION (Depending on area of assignment)

Possession of the appropriate class of driver's license as required by the State of Louisiana, upon appointment to the position.