

BOARD OF EDUCATION

Ken Reddic, Chairman • Bradley Williams, Vice-Chairman
Elbert Garvey • Bill Lanier • Melissa Oakley • Louis Rogers • Angie Todd
Superintendent, Dr. Barry D. Collins, Ed.D.

POSITION TITLE: Laborer II
REPORTS TO: Maintenance Director
BEGINNING DATE: Open until filled

NATURE OF WORK:

An employee in this class performs a variety of manual activities cleaning and maintaining buildings. This employee must be able to operate vehicles or other equipment necessary to complete routine tasks. An employee in this class will introduce minor changes in procedures and solve simple problems before contacting a supervisor.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Must be able to obtain Commercial Drivers License (CDL) within 6 months and CDL license within 1 year of hire.
- Must have and maintain a driving record that qualifies for school system insurance coverage.
- Skill in the use of small equipment used in routine maintenance.
- Ability to maintain positive working relations with school personnel.
- Ability to understand and follow oral or written directions.

EDUCATION AND TRAINING:

- High school diploma
- Some experience performing manual tasks preferred

TERM OF EMPLOYMENT: 12 months

SALARY: Salary Grade 51

FLSA STATUS: Non-Exempt

PERFORMANCE RESPONSIBILITIES:

1. Drives employer vehicle appropriate for daily tasks.
2. Operates other equipment necessary for daily tasks.
3. Loads and unloads materials, equipment, or supplies.
4. Transports materials to work or school sites.
5. Picks up trash.
6. Digs holes, ditches, or trenches.
7. Cleans work area after repairs or installations.
8. Uses power washer to clean buildings or walkways.
9. Cleans gutters.
10. Moves furniture.
11. Adheres to mandated uniform procedure.
12. Performs other duties as specified by Maintenance Director designee.



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PHYSICAL REQUIREMENTS:

- Must be able to pass employment physical.
 - Must be able to do a considerable amount of lifting.
 - Must be able to lift moderate to heavy weight (80-100 pounds), stand, walk, run, bend, stoop, push, pull, reach, climb ladders & work on scaffolding, for extended periods of time
 - Must have the ability & physical strength sufficient to move objects.
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The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job. Interested individuals are to complete an online application which can be found at www.onslow.k12.nc.us.

Onslow County Schools does not discriminate based on race, color, national origin, sex, disability, or age in its programs and activities. Onslow County Schools is an EQUAL OPPORTUNITY EMPLOYER.

I have read and understand the requirements for the position of "Laborer II" here at OCS. I certify that I can perform all essential functions of this position.

Name

Date

Witness

Date