



## City of Ruston Job Description

**Job Title:** Laborer  
**Department:** The Ruston Sports Complex  
**Reports to:** Parks Supervisor  
**FLSA Status:** Non-Exempt  
**Prepared by:** Ed Crawford

### **SUMMARY**

Maintains and repairs all City owned sports complexes, parks and recreation facilities performing the following duties:

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** The City of Ruston, an incorporated municipality created under the laws of the State of Louisiana, has an inherent responsibility to promote the health, safety, and general welfare of all its citizens. Accordingly, city government is committed to providing services that satisfy these requirements and city employees are expected to discharge their individual responsibilities in an efficient and courteous manner. Prescribed duties associated with this position include, but are not limited to, the following:

Sows grass seed or plants trees, shrubs, or flowers according to instructions.

Grubs and weeds around bushes, trees, and flower beds.

Waters lawn, shrubs, fields, etc.

Mows lawns, fields, etc.

Trims and edges around sidewalks, flower beds, and buildings.

Prunes shrubs and trees to shape and improve growth.

Sprays lawns, shrubs, and trees with fertilizer, herbicides, and insecticides.

Cleans the grounds and its surroundings.

Paints fences, buildings, benches, tables, and guardrails.

Sharpen tools such as weed cutters, edging tools, and shears.

Repairs equipment and building accessories as needed.

### **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 or general education degree (GED) and one year of related experience and/or training; or equivalent combination of education and experience.

**LANGUAGE SKILLS**

Ability to read a limited number of two- and three-syllable words and to recognize similarities and differences between words and between series of numbers. Ability to print and speak simple sentences.

**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 detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**OTHER SKILLS AND ABILITIES**

Use common hand and power tools such as screwdrivers, saws, drills, wrenches, and hammers  
Operate mowers, weed eaters, and other related mechanical equipment

**CERTIFICATES, LICENSES, REGISTRATIONS**

Valid LA 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 regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 50 pounds and frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**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 regularly exposed to outside weather conditions. The employee is frequently exposed to toxic or caustic chemicals. The employee is occasionally exposed to high, precarious places and vibration. The noise level in the work environment is usually loud.