

## **THE UNIVERSITY OF WYOMING JOB DESCRIPTION**

This is a description of a staff position at the University of Wyoming not a job opening announcement. Look for current job openings at the following link: [UW Human Resources](#).

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**Title: CONSTRUCTION LABORER**

**Reports To:** Designated Supervisor

**UW Job Code:** 7291

**UW Job Family:** 72 - Service/Maintenance/Support

**SOC Code:** 47-2061

**FLSA:** Non-exempt

**Pay Grade:** 15

**Date:** 4-25-05 (revised 7-1-08)

### **JOB PURPOSE:**

Under limited supervision, perform physical tasks involved with building, construction projects, moving and demolition; operate various power tools; clean and prepare sites and excavations, dig trenches, erect scaffolding, remove rubble and debris, move items and equipment; perform moving and setup and other duties as assigned.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Perform physical labor and heavy equipment operation including excavation, trenching, shoveling, and dump truck driving; operate necessary equipment; assist in the repair of concrete and asphalt.
- Perform physical labor for masonry projects including mixing mortars and cement, operating a jackhammer and grinder, lifting and moving materials to and from various job sites.
- Perform daily lubricating, cleaning and repairing of machinery, equipment and tools used in construction labor.
- Assist with construction projects and perform general duties including running parts, demolition, paint preparation, wire pulling, pipe installation, installation of various construction materials, and work site cleaning.
- Assist in snow removal duties by removing snow from sidewalks, steps, roadways and parking lots utilizing hand tools and/or heavy equipment, dump truck and sand truck.
- Perform moving operations for equipment, furniture and specialized items.
- Maintain security of goods and equipment during moving operations.
- Notify supervisor of broken or damaged items.
- Perform the dismantling, assembly or reassembly of objects as necessary.

### **SUPPLEMENTAL FUNCTIONS:**

- Assist journeymen with labor-related duties.
- Provide leadership and project supervision on various work assignments.

**COMPETENCIES:**

- Safety Awareness
- Independence
- Initiative
- Work Standards
- Individual Leadership
- Adaptability

**MINIMUM QUALIFICATIONS:**

Education: **High School Diploma or GED**

Experience: **None**

Required licensure, certification, registration, or other requirements: **None**

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of:

- Materials, methods, and the tools involved in the construction or repair of buildings and other structures.
- Machines and tools, including their designs, uses, repair and maintenance.
- Specialized equipment and vehicles.
- Procedures, methods and materials used in the assigned department.
- Arithmetic sufficient to calculate volumes, areas, lengths, percentages and conversions.
- Safe work practices, including safety precautions for operating power equipment, lifting techniques, moving items, working in traffic and under hazardous conditions.

Skills and Abilities:

- Operate the specialized tools and equipment used in performing work in the area of assignment.
- Perform heavy manual labor under adverse working conditions.
- Perform work involving prolonged periods of standing, stooping, reaching, crawling, lifting and climbing.
- Understand and carry out oral and written directions to accomplish assigned tasks in a timely manner.
- Plan and set up work and delegate tasks to others.
- Communicate with the public and co-workers tactfully and effectively.
- Understand and follow specific instructions and procedures.
- Read, understand, follow, and enforce safety procedures.
- Work as a team member and foster a cooperative work environment.
- Lead and train staff and/or students.
- Maintain effective supervisory relationships.
- Safely use hand and power tools applicable to the trade.

- Lift and/or manipulate objects weighing up to 100 pounds regularly.
- Maintain confidentiality.
- Drive a truck and operate a forklift.

**WORKING CONDITIONS:**

Various in/outdoor locations to perform repair, maintenance, moving and construction work on a routine basis. Frequent exposure to inclement weather conditions.

Authorized by Classification/Compensation, Human Resources

Employees may be requested to perform job-related tasks other than those specifically presented in this description. Participating in the University's hazardous waste minimization program is part of the job of each employee who uses (or may come in contact with) hazardous materials. Fair Labor Standards Act (exempt/non-exempt) is designated by position. University of Wyoming actively supports Americans with Disabilities Act and will consider reasonable accommodations.