



JOB ANNOUNCEMENT

Open to the Public

OPEN DATE: November 20, 2020

CLOSE DATE: Open Until Filled

JOB TITLE: Laborer
(Two Positions)

PAY RATE: \$10.50 - \$12.55 (based on experience)

FLSA: Non-Exempt

DEPARTMENT: Utilities

DIVISION: Solid Waste

SUMMARY: Performs under the general direction of the Solid Waste Manager. Assist in the care, maintenance, and repair of buildings and allied equipment.

DUTIES AND RESPONSIBILITIES:

- Assist in the care and maintenance of city facilities.
- Assist with work projects.
- Maintain the daily operations of a Recycling collection site.
- Assist customers with unloading of recycling materials.
- Sorts materials into the proper containers.
- Maintains a clean facility at all times.
- Educate customers on proper recycling practices.
- Works at the recycling processing facility sorting and bailing materials.
- Performs other duties as assigned or required.

MINIMUM JOB REQUIREMENTS:

- High School Diploma or GED.
- One year experience operating a motor vehicle or motorized equipment.

Substitution: Three (3) years practical experience will substitute for educational requirements

EMPLOYMENT REQUIREMENTS:

- Must possess and maintain an insurable New Mexico Class D Driver's License.

PREFERRED REQUIREMENTS:

- Experience operating heavy equipment.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to understand and follow oral or written instructions.
- Ability to operate motorized vehicles and power ground equipment in a safe manner.
- Ability to read, analyze and interpret general business periodicals, professional journals, technical

procedures, or governmental regulations.

- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public
- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Knowledge of tools, methods, and materials in general maintenance work.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

- Work is performed primarily outdoors.
- Work is performed in all types of inclement weather conditions.
- The noise level in the work environment is usually moderate to loud, however can become extremely loud.
- Must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.

APPLICATION PROCEDURE – Interested applicants must submit a City of Las Vegas Employment Application.