



Code: 9584
Family: Construction, Maintenance, and Skilled Labor
Service: Labor
Group: Non-Competitive
Series: Unskilled Labor

CLASS TITLE: CONSTRUCTION LABORER SUB-FOREMAN

CHARACTERISTICS OF THE CLASS

Under general supervision, performs physically demanding labor and acts as a crew leader on trucks equipped with vacuums, orange peels, and other specialized equipment in the Department of Water Management, and performs related duties as required

ESSENTIAL DUTIES

- Works as a crew leader on a truck with specialized equipment (e.g., vacuum trucks and trucks with orange peels) to clean, flush, and remove water and debris in and around sewers and drainage structures including catch basins, gutter boxes, valve basins, and main sewer lines
- Assembles, positions, inserts, and guides hoses and vacuum tubes that are part of equipment on truck and disassembles same upon job completion
- Performs physically demanding labor to remove dirt and clear obstructions to make work sites accessible for the cleaning and rodding of main sewer structures
- Uses hand tools (e.g., shovels, picks) and operates pneumatic tools including jackhammers to excavate and expose sewer basins and drainage structures, remove decayed brick and debris, and prepare site for needed repairs
- Receives and responds to customer service requests to investigate complaints regarding standing water on streets and sewer structures in need of repair
- Closes out service requests investigated by work crew by recording work performed and additional repair work needed, if any, to repair sewer structures
- Uses a computerized handbook to record jobs completed under the preventive maintenance program for catch basin cleaning
- Assists skilled trades personnel including plumbers in closing water and sewer valves and clearing work sites of obstructions to repair water main breaks
- May assist in supervising laborers engaged in general construction and maintenance activities
- May assist in preparing daily work schedules and assignments; may assist in preparing and maintaining operational records including labor, materials, and equipment used
- Orders materials and supplies needed for work activities, as needed
- Prepares various reports (e.g., work activity progress report), as needed

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Completion of the City of Chicago's Laborer – Apprentice Program plus one year of work experience as a construction laborer on water and /or sewer maintenance, repair or construction activities OR three years of work experience as a general laborer on a construction work site, of which at least one year is as a construction laborer on water and/or sewer maintenance, repair or construction activities

Licensure, Certification, or Other Qualifications

- A valid State of Illinois driver's license is required

WORKING CONDITIONS

- Exposure to outdoor weather conditions
- Exposure to loud noise, fumes or dust, oily or wet environment

EQUIPMENT

- Standard tools and equipment used in heavy construction
- Heavy duty specialized equipment used to clean catch basins and drains (e.g. orange peel bucket or vactor equipment mounted on trucks)
- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves, vest, pads)
- Safety devices or equipment (e.g., cones, barricades, metal plates)
- Two-way radio

PHYSICAL REQUIREMENTS

- Heavy lifting (up to 100 pounds) required
- Ability to walk and stand for extended periods of time
- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to move one's hands and arms to grasp or manipulate objects
- Ability to operate specialized equipment used to clean catch basins or drains

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**Knowledge**

Moderate knowledge of:

- *construction equipment and materials
- use of specialized equipment used to clean catch basins, drains and other parts of sewer and water main systems
- excavation and backfilling methods, practices, and procedures
- applicable safety principals, methods, practices, and procedures
- use of safety equipment and protective gear
- construction safety and code standards, including OSHA standards
- geographical locations within the City

Knowledge of applicable City and department policies, procedures, rules and regulations

Other knowledge as required for successful performance in the Construction Laborer class

Skills

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times

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- TIME MANAGEMENT - Manage one's own time and the time of others
 - EQUIPMENT SELECTION - Determine the kind of tools and equipment needed to do a job
- Other skills as required for successful performance in the Construction Laborer class

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
 - SPEAK - Communicate information and ideas in speaking so others will understand
 - COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
 - WRITE - Communicate information and ideas in writing so others will understand
 - REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- Other abilities as required for successful performance in the Construction Laborer class

Other Work Requirements

- STAMINA – Demonstrate energy and stamina to accomplish work tasks
 - INITIATIVE - Demonstrate willingness to take on job challenges
 - LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction
 - DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
 - ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- Other characteristics as required for successful performance in the Construction Laborer class
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All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
October, 2012