



Code: 9464
Family: Construction, Maintenance, and Skilled Labor
Service: Labor
Group: Non-Competitive
Series: Semi-Skilled Labor

CLASS TITLE: ASPHALT LABORER

CHARACTERISTICS OF THE CLASS

Under immediate supervision, performs physically demanding manual labor working with asphalt materials in the paving, re-surfacing, repair and maintenance of asphalt streets and alleys, and performs related duties as required

ESSENTIAL DUTIES

- Assigned to a crew, works on various asphalt jobs including paving and re-surfacing of city streets and alleys, repair and maintenance of street and alley sections, filling of potholes, and installing asphalt and rubber speed humps
- Prepares areas for asphalt paving and re-surfacing, using shovels, picks and other hand tools to remove debris and materials including top asphalt layers removed with grinder equipment and cleans up areas prior to the laying of hot asphalt on surface
- Operates and uses pneumatic jackhammers and other power tools to break up existing asphalt or concrete surface areas around sewers or utility adjustments
- Shovels and forks hot asphalt out from truck and spreads on pavement; compacts and levels asphalt to ensure proper grade
- Rakes, smooths, tampers and removes excess material using asphalt tools, ensuring quality standards are met in finishing asphalt and completing resurfacing jobs
- Fills potholes using high performance asphalt, leveling asphalt and using a tamping tool to compress asphalt into pothole
- Puts down speed hump forms, fills with asphalt and rakes using hand roller
- Installs pre-formed rubber speed humps, using hammer drills to drive pins and secure speed humps to asphalt or concrete surface
- Places appropriate street markings down on asphalt pavement as directed; uses hand tools to place key cut down middle of asphalt alleys
- Loads and unloads trucks with tools, equipment and materials; cleans up work area, tools and equipment upon completion of jobs and assists in gathering tools and equipment
- Acts as a flagman for traffic control at work site, posts do not park signs, sets up safety cones and barricades to cordon off work areas and performs other related tasks in compliance with safety rules and regulations

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

- One year of work experience in the paving and repair of street surfaces using asphalt materials and/ or related asphalt equipment

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
- Exposure to hazardous conditions (e.g., traffic, heavy machinery)

EQUIPMENT

- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves, vest, pads)
- Safety devices or equipment (e.g., cones, barricades, metal plates)
- Standard tools and equipment used in asphalt pavement work (e.g., shovels, brooms, picks, rakes, smoothers, tampers, forks, hand roller)
- Power tools (e.g. pneumatic jackhammers, hammer drill)

PHYSICAL REQUIREMENTS

- Heavy lifting (up to 100 pounds) is required
- Ability to stand and walk for extended or continuous 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 applicable power tools, hand tools and equipment

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Some knowledge of:

- *use of street surface paving and repair equipment and asphalt materials
- *work procedures relating to surface pavement and re-surfacing with asphalt
- *applicable safety practices and procedures specific to working with and handling asphalt materials
- *use of safety equipment and protective gear

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

Skills

- ACTIVE LISTENING - Give full attention to what other people are saying, taking time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- EQUIPMENT SELECTION - Determine the kind of tools and equipment needed to do a job

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

Other Work Requirements

- STAMINA - Demonstrate energy and stamina to accomplish work tasks
 - COOPERATION - Be pleasant with others on the job and display a good-natured, cooperative attitude
 - DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
 - ATTENTION TO DETAIL – Pay careful attention to detail and thoroughness in completing work tasks
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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

Date: December, 2010