

**Job Class Profile:**            **Labourer I**

**Pay Level:**                      **CG-17**                      **Point Band:**                      **264-277**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	1	1	5	2	1	1	2	1	5	
Points	47	17	32	10	30	22	41	21	54	274

## JOB SUMMARY

The Labourer I performs a variety of tasks in support of Tradespersons in the day-to-day repair, maintenance and construction activities.

### Key and Periodic Activities

- Assists tradespersons in construction, demolition, general carpentry or mechanical activities (i.e. dry walling, painting, installing windows, laying floor tiles, repairing pipes, etc.)
- Loads and unloads tools, equipment, building materials and debris from van to school or sanitation site.
- Performs general housekeeping tasks to ensure a clean and safe work area.
- Drives a van to transport mail, furniture, equipment, materials and trades workers to various locations, if required.
- Erects and dismantles scaffolds.
- Maintains and repairs facilities.
- Operates power tools (i.e. table and chop saws, etc.).
- Operates equipment (i.e. lift equipment, sod cutter, pressure washer, jack hammer, snow blower, lawn mower, forklift, etc.).
- Assists with snow clearing activities, when required.
- Performs ground maintenance which includes mowing grass and trimming hedges.

## SKILL

### Knowledge

#### General and Specific Knowledge:

- Safe Work Practices.
- Workplace Health Materials Information System (WHMIS).
- Ladder and scaffold safety.
- Fall Protection.

- Various types of tools and equipment.
- First Aid/CPR.

**Formal Education and/or Certification(s):**

- Minimum: High School Diploma. May require possession of a valid Driver's License issued by the Province of Newfoundland and Labrador.

**Years of Experience:**

- Minimum: Less than 1 year.

**Competencies:**

- Ability to follow basic instructions and work processes.
- Ability to apply established techniques to the completion of activities.
- Ability to coordinate a range of related work or project activities.
- Ability to operate machinery.

**Interpersonal Skills**

- Interpersonal skills are used to perform activities such as listening to information from supervisor and asking questions to get information to determine work requirements and providing basic information as requested.
- Communications occur with employees in the immediate work area, Department/Group, supervisors.
- The most significant contacts are with the supervisor for the assignment of daily activities, co-workers in the performance of day-to-day work activities and with other employees within the Department/District to provide information.

## EFFORT

**Physical Effort**

- The demands of the job result in considerable fatigue, requiring periods of rest.
- Lifting or moving objects between 25 and 50 lbs. is a regular requirement and there is an occasional requirement to lift or move objects over 50 lbs. Examples include carrying gyproc, nail boxes, school furniture and books, lumber, plywood, windows, siding, scaffolds, tiles and paint, etc.
- Constantly required to stand and/or walk in the performance of daily activities.
- Manual or physical activities include using hand tools that require accurate control and steadiness on a regular basis. Performing fine finger or precision work, using machinery or equipment that requires very controlled movement, or using equipment that requires rapid physical movement and reflexes is required occasionally.

**Concentration**

- **Visual** concentration or alertness is constantly required to ensure the job site is clean and hazard free, when driving, watching for children and adults nearby when operating power tools and equipment.
- **Auditory** concentration is required to listen and interact with others.
- Other sensory requirements include **smell** to identify propane gas leaks or to locate the source of a fire.

- **Alertness and concentration** is required when performing repetitive tasks such as driving, keeping job site clean, and when moving objects to ensure the health and safety of others. **Higher than normal levels of attentiveness or alertness for the health and safety of others** is required when working on or around scaffolding, operating machinery and when delivering materials.
- **Time pressures, interruptions, deadlines and lack of control over work pace** are experienced on an occasional basis when assisting trades workers and dealing with emergency repair issues.
- **Exact results and precision** are required when performing tasks such as erecting a scaffold, taking detailed measurements and when cutting materials such as wood, tiles or baseboard.

### Complexity

- Work involves tasks and activities that are similar and related in terms of the skills and knowledge used and are well defined.
- Work involves performing a variety of tasks in support of tradespersons that are well defined by the supervisor.
- The most typical challenge would be ensuring that the task assigned is being performed in a safe and timely manner.
- Reference material to assist in addressing problems, challenges and issues include advice and support from supervisor and coworkers.

## RESPONSIBILITY

### Accountability and Decision-Making

- Employees in this class work in a highly structured environment.
- Tasks are assigned by the supervisor in either verbal or written format.
- Decisions are made by immediate supervisor or actions can be taken after approvals are granted.

### Impact

- Impacts generally affect the immediate work area, department, organization and on customers/clients/general public.
- Work activities impact equipment, facilities, health and safety and corporate image.
- Mistakes or errors can result in health and safety issues, increased financial costs, delays in work schedule and negatively impact the corporate image.
- Errors are typically identified and resolved within hours of problem identification as work tasks and activities are highly monitored and controlled.

### Development and Leadership of Others

- Does not have full time responsibility for the direct supervision of staff and are not involved with providing development and leadership to others.

## WORKING CONDITIONS

### Environmental Working Conditions

- There is a requirement to wear safety equipment such as hard hat, safety boots, glasses, gloves and vest. Fall arrest equipment is required when working on ladders or scaffolds.
- The likelihood of injury or illness resulting from hazards in the job is limited if safety precautions are followed.
- Regularly work results in exposure to dirt, dust, filth and garbage when working with drywall, demolishing walls and handling insulation; electrical shocks while working with live wires, dangerous heights or depths when working on scaffolds and ladders, wet or slippery surfaces, and adverse weather conditions when working outside.