



**Ontario County Department of Human Resources**  
**3019 County Complex Drive**  
**Canandaigua, NY 14424**  
[www.co.ontario.ny.us](http://www.co.ontario.ny.us) ~ ~ (585) 396-4465

*Vision: A vibrant community where every citizen has the opportunity to be healthy, safe and successful*

*Mission: Provide strategic and responsive public services that are fiscally responsible and sensitive to the diverse and changing needs of our community*

## JOB OPENING NOTICE

**JOB POSTING #:** \_\_\_\_\_ **POSTING DATE\*:** FROM: \_\_\_\_\_ TO: \_\_\_\_\_

**JOB TITLE:** \_\_\_\_\_

**RATE OF PAY:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_

### MINIMUM QUALIFICATIONS AS SHOWN ON JOB DESCRIPTION

**APPLICATION DEADLINE / LAST FILING DATE\*:** \_\_\_\_\_

\* Last filing date established for an announced exam always supersedes posting date.

**HOW TO APPLY:** All applications must be received through the [Ontario County Civil Service Employment Portal](#).

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*Ontario County is an Equal Opportunity Employer and, as such, offers equal opportunities for all qualified applicants with no discrimination as to age, race, color, creed, sex, national origin, sexual orientation, military status, predisposing genetic characteristics, marital status, domestic violence victim status, disabilities or, in certain circumstances pursuant to Executive Law 296, conviction record. Any person with a disability requesting reasonable accommodations in order to participate in examinations will be accommodated.*

Rev. 7/22/2020

LABORER

MINIMUM QUALIFICATIONS: None

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring physical endurance and a willingness to perform arduous tasks. Work and assignments are always closely supervised by higher level employee. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates air compressor, jackhammer, concrete mixer, and pumps;  
 Assists in patching and grading streets and building manholes, rakes, tamps, and shovels cold patch;  
 Loads and unloads trucks;  
 Excavates and backfills for new construction and repairs;  
 Cleans and flushes streets, culverts, and catch basins;  
 Clears blocked-up sewers;  
 Shovels and removes snow from streets, sidewalks, and park and recreational areas;  
 Assists in the repair of sewers, catch basins, hydrants, mains, and services;  
 Collects and disposes of rubbish;  
 Performs unskilled work in connection with the painting and maintenance of signs and bridges;  
 Digs and refills trenches for water and sewer pipelines;  
 Lays sewer pipe;  
 Assists in repairing sweepers and making brooms;  
 Works on refuse collection route, lifting cans from curb to truck, or emptying cans in truck;  
 Works at recycling drop-off site, directs the proper dumping of acceptable recyclables, assists residents in the use of the facility, checks capacity of bins, and performs grounds' maintenance tasks;  
 Cuts grass, trims shrubs, rakes leaves, spades flower beds and assists in ground maintenance activities;  
 Oils and cinders streets;  
 Directs trucks on dump grounds;  
 Oversees and participates in ash dumping, dump cleaning and leveling;  
 Performs general building and grounds cleaning tasks;  
 May operate motor equipment that do not require a New York State Operator's License.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Willingness to perform routine manual work; ability to lift heavy weights; willingness to work under all weather conditions; physical endurance; sobriety; physical condition commensurate with the demands of the position.

APPROVED: SEPTEMBER 19, 1991

REVISED: 6/3/15; 1/12/23

CIVIL SERVICE CLASSIFICATION: LABOR