

THE UNIVERSITY OF WYOMING

JOB DESCRIPTION

This is a description of a staff position at the University of Wyoming not a job opening announcement. Look for current job openings at the following link: [UW Human Resources](#).

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Title: CONSTRUCTION LABORER II

Reports To: Designated Supervisor

UW Job Code: 7294

UW Job Family: 72 - Service/Maintenance/Support

SOC Code: 47-2061

FLSA: Non-exempt

Pay Grade: 16

Date: 3-21-08

JOB PURPOSE:

Under limited supervision, perform tasks involving physical labor within an assigned craft or trade: may drive trucks and operate equipment; use hand and power tools of various types; provide labor to prepare job sites, dig trenches, set braces to support the sides of excavations, erect scaffolding, clean up rubble and debris; move equipment, furniture and specialized items, and assist in snow removal; and assist other craft areas, as directed.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Perform general labor duties including parts runner, site demolition, paint prep, installation of various construction type materials, cleaning job sites, and cleaning power tools and equipment.
- Perform trainee duties related to specific assigned craft trades area of Equipment Services, Mechanical Trades, or Structural Trades, including development of knowledge, skills and abilities necessary to perform skilled craftwork.
- Train and mentor new staff.
- Perform moving operations for equipment, furniture and specialized items.
- Perform setup services for special events.
- Perform snow removal duties including removing snow, ice and debris from sidewalks, steps, roadways and parking lots using hand tools and motorized equipment.
- Maintain security of goods and equipment during moving operations.
- Notify supervisor of broken or damaged items.
- Perform the dismantling, assembly or reassembly of objects as necessary.

SUPPLEMENTAL FUNCTIONS:

- Work flexible schedule and extra hours, as directed.

COMPETENCIES:

- Attention to Detail
- Independence
- Delegating Responsibility
- Adaptability
- Individual Leadership
- Work Standards

MINIMUM QUALIFICATIONS:

Education: **High School Diploma or GED**

Experience: **1 year work-related experience**

Required licensure, certification, registration, or other requirements: **Valid driver's license**

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Current assigned trade methods, materials and equipment.
- Applicable University, state and federal regulations, policies and procedures.
- Safe operation of hand and power tools used in assigned area.
- Safe operation of motorized snow removal, other equipment or vehicles.
- Proper safety, equipment operation and maintenance methods and techniques.
- Basic mathematical operations.
- Waste abatement and safe disposal procedures and techniques.
- Occupational hazards and safety precautions of the assigned trade.
- Customer service standards and procedures.
- Effective communication methods and procedures.
- Materials, methods, and the tools involved in the construction or repair of buildings and other structures.
- Machines and tools, including their designs, uses, repair and maintenance.
- Specialized equipment and vehicles.
- Safe work practices, including safety precautions for operating power equipment, lifting techniques, moving items, working in traffic and under hazardous conditions.
- Training methods and procedures.

Skills and Abilities to:

- Understand and follow verbal and written instructions.
- Effectively communicate clearly and concisely, both orally and in writing.
- Determine which tools are required for assigned work.
- Read, understand, follow, and enforce safety procedures.
- Safely use hand and power tools applicable to the trade.
- Safely physically exert force to work throughout the day without becoming physically exhausted.
- Safely exert force to lift, push, pull, or carry objects regularly.

- Lift 100 pounds up to one-third of the time.
- Work as a team member and foster a cooperative work environment.
- Lead and prioritize projects.

WORKING CONDITIONS:

Various in/outdoor environments; exposure to noise, mechanical, electrical, motorized vehicles, physical exertion and lifting hazards associated with applicable trade.

Authorized by Classification/Compensation, Human Resources

Employees may be requested to perform job-related tasks other than those specifically presented in this description. Participating in the University's hazardous waste minimization program is part of the job of each employee who uses (or may come in contact with) hazardous materials. Fair Labor Standards Act (exempt/non-exempt) is designated by position. University of Wyoming actively supports Americans with Disabilities Act and will consider reasonable accommodations.