

A. Duties

The following typical tasks are not intended to be all-inclusive; employee may perform all or some of the following: Loads, unloads and moves crates, boxes, and supplies by hand or with the use of a dolly. As instructed, opens and stacks cartons. Digs ditches, fills holes, and levels bumps in land using shovel, hand tamper, and rake. Runs hand and powered lawnmowers, shovels snow and collects and empties garbage. Moves and arranges furniture as directed.

B. Factors

1. Skill and Knowledge

A degree of manual skill is required in order to use common hand tools, power lawnmowers, hatchets, etc. Other than certain manual skills to physical ability, little special skills, experience or training are required.

2. Responsibility

Specific oral and written instructions are given on what to do and when to do it. After receiving instructions, the laborer may complete distinct tasks or steps on his own, and is held responsible for exercising continual care in the use of tools and equipment.

3. Physical Effort

Exerts moderately heavy physical effort in carrying, moving, and lifting objects/furniture up to 50 lbs.

4. Working Conditions

Working conditions will often be outdoors involving exposure to temperature extremes. Indoor conditions may be dusty, drafty, or noisy, and tools used may present a chance of injury.