



Job Description

JOB TITLE: General Laborer
DEPARTMENT: Electric Operations
RESPONSIBLE TO: Electric Operations Supervisor
DATE: July 2024

JOB CONTENT:

Performs a wide variety of unskilled and semi-skilled work of a physical nature while working independently under general supervision in the areas of mowing, bush hogging, and other related activities. This individual is expected to be able to operate all the related equipment necessary to perform these activities. This position is subject to pre-employment and random drug screening and is responsible for adhering to the Board's standards for a drug-free workplace.

DUTIES AND RESPONSIBILITIES:

1. Performs mowing and related activities on the CUB campus as well as other CUB properties.
2. Performs bush hogging and related activities on CUB rights-of-way.
3. Reads, interprets, and works from instruction booklets, manuals, and/or drawings as required.
4. Operates mowers, tractors, or other related equipment as necessary to perform assigned work.
5. Washes and cleans vehicles and equipment as necessary or directed.
6. Maintains assigned equipment and tools in a clean, usable, and safe condition at all times.
7. Maintains a well-groomed, professional appearance and conducts himself/herself in a professional and courteous manner.
8. Assists in training other employees to perform the necessary functions of this position.
9. Makes recommendations and keeps his/her supervisor apprised of operations, tools, malfunctions, safety-related issues, anticipated trouble spots, and other equipment failures.
10. Advises his/her supervisor of conditions of CUB's electric system that need attention.
11. Knowledge of safety and security procedures, promotes and demonstrates good judgment to observe procedures, and uses equipment and materials properly.
12. Consistently at work on time, follows instructions, responds to management direction, and solicits feedback to improve performance.
13. Presents a positive image of the Board and a caring attitude toward our customers.
14. Performs other tasks and duties as directed.

SUPERVISORY RESPONSIBILITY:

None. May direct the work of part-time employees or other general laborers as necessary.

EDUCATION AND TRAINING:

Must have a high school diploma or GED and a minimum of five (5) years experience operating equipment such as mowers and tractors. Must have the ability to receive and carry out both oral and written instructions safely and efficiently. Must be able to read and work from instruction booklets, manuals, and/or drawings. Must be certified in current first aid practices. Must have and maintain a valid Tennessee Driver's License.

RESPONSIBILITY:

Responsible for performing all work in a safe manner and in accordance with applicable safety and work rules to assure personal safety and the safety of others in the work area. Responsible for proper handling and use of expensive equipment. Responsible for performing work that may or may not be checked and, if improperly performed, could cause damage to equipment, resulting in additional costs to the Board, additional equipment downtime, or could otherwise endanger the lives of other employees or the public. Responsible for operating Board vehicles and equipment on public roads, as well as both public and private property, in accordance with all applicable safety rules and regulations.

INTERNAL AND EXTERNAL CONTACTS:

Daily contact with employees and supervisors in the department on an individual basis. Regular contact with employees and supervisors in other departments on an individual basis. Occasional contact with the public on an individual basis.

PHYSICAL DEMANDS OF JOB:

Requires frequent bending, stooping, lifting, and working outdoors during all seasons of the year,. Requires operating and handling large equipment and lifting and handling materials daily. Requires a high level of mental and visual alertness at all times. Requires the physical strength and ability to safely remove and install parts and accessories on mowers, tractors, and other related equipment.

WORKING CONDITIONS:

Works outside in all kinds of weather during all seasons of the year. Subject to call-in at any time for emergency work.