JOB ANNOUNCEMENT
General Public
OPEN DATE: January 1, 2023
CLOSE DATE: Until Filled

JOB TITLE: Laborer

PAY RATE: $12.00/hr

DEPARTMENT: Utilities

DIVISION: Solid Waste

SUMMARY

Performs under the general direction of the Solid Waste Manager. Assist in the care, maintenance and repair of buildings and allied equipment.

DUTIES AND RESPONSIBILITIES

- Assists in the care and maintenance of city facilities.
- Assist with work projects.
- Maintains the daily operations of a Recycling collection site.
- Assists customers with unloading of recycling materials.
- Sorts materials into the proper containers
- Maintains a clean facility at all times.
- Educates customers on proper recycling practices.
- Works at the recycling processing facility sorting and bailing materials.
- Delivers and maintains containers and rollouts.
- Performs all other duties as assigned.

MIMIMUM JOB REQUIREMENTS

- High School Diploma or Equivalent.
- One year experience operating a motor vehicle or motorized equipment.

Substitution: Three (3) years practical experience will substitute for educational requirements.

EMPLOYMENT REQUIREMENTS

- Must possess and maintain a valid New Mexico Class D Driver's License.

PREFERRED REQUIREMENTS

- Equipment operating heavy equipment.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to understand and follow oral or written instructions.
- Ability to operate motorized vehicles and power ground equipment in a safe manner.
- Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, business correspondence, and procedure manuals.

- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instruction in mathematical or diagram form and deal with several abstract and concrete variables.
- Knowledge of tools, methods, and materials in general maintenance work.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

- Works is performed primarily outdoors.
- Work is performed in all types of inclement weather conditions.
- The noise level in the work environment is usually moderate to loud, however an become extremely loud.
- Must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.

NOTE: This position is subject to drug testing both pre-employment and random as set forth in the City of Las Vegas Drug Policy.

APPLICATION PROCEDURE – Interested applicants must submit a City of Las Vegas Employment Application. The employment application is available at:

http://lasvegasnm.gov/departments/human_resource_deparment

Application Materials can be sent to: Human Resources Department
1700 N Grand Avenue
Las Vegas, NM 87701

OR send via email to: mgarcia@lasvegasnm.gov

Reviewed and approved for publishing by:

Leo Maestas By R
Leo Maestas, City Manager

Human Resource Director