



CITY OF LORAIN

CIVIL SERVICE COMMISSION

200 WEST ERIE AVE., 3rd FLOOR CITY HALL, LORAIN, OHIO 44052
TELEPHONE (440) 204-2066 FAX (440) 204-2527

DATE OF RE-ISSUE: OCTOBER 17, 2025

THE LORAIN CIVIL SERVICE COMMISSION WILL BE RECEIVING
APPLICATIONS FOR THE POSITION OF LABORER I

CLASSIFICATION TITLE:

LABORER I

CITY OF LORAIN

PUBLIC PROPERTY DEPT.

SALARY:

Grade 11 - \$15.91/hr Starting pay
\$16.80 /hr after 6 months
\$17.68 /hr after 1 year

FILING OF APPLICATION

Application must be made on the Civil Service forms available in the office of the Lorain Civil Service Commission, 200 West Erie Ave., 3rd floor, Lorain City Hall from 9:00 a.m. to 4:30 p.m. **beginning Monday, October 20, 2025 through Wednesday, December 31, 2025- 4:30P.M. DEADLINE.** The office is closed on holidays and every day from approximately 12:00 - 1:00 p.m. Applications are also available online at: www.cityoflorain.org; go to Civil Service and then Application Instructions and follow the 4-step instructions. Any questions, **contact Rose at 440-204-2066.** Applications will be received in person by applicant or their representative OR Via email to:

rosemary_white@cityoflorain.org

There will be no test given for this position. Applications will be received and interviews will be conducted. PLEASE NOTE THAT THE PUBLIC PROPERTY DEPARTMENT NEEDS TO FILL FIVE (5) LABORER POSITIONS IN BOTH THE PARKS AND STREET DIVISIONS.

ELIGIBILITY -To be eligible for this position all applicants must be United States citizens or have a valid permanent resident card. Applicants must be at least 18 years of age and possess a valid Ohio Drivers license. Must have a high school diploma or GED equivalent. A comprehensive background investigation and drug testing will be part of the screening process.

EQUAL EMPLOYMENT - All qualified applicants will receive consideration for appointment without regard to race, religion, color, national origin, sex, political affiliation, disability or any other non-merit factor.

DUTIES-- Performs general labor and manual work as assigned by the supervisor. Please see attached job description for required knowledge, skills and abilities and minimum experience and training.

UNSKILLED LABOR

LABORER I

GENERAL STATEMENT OF DUTIES:

Under general supervision performs work of routine difficulty in a variety of manual labor duties in all types of weather; utilizes hand and power tools; operates light equipment including, but not limited to, skid steer *without attachments*, small roller and forklift; performs related work as required.

DISTINGUISHING FEATURES OF CLASS:

Employees in this class may work with others or independently with general supervision from a crew leader. Employee receives daily work assignments from crew leaders or Superintendent. When working with others, may take direction from higher classification staff on job site.

EXAMPLES OF WORK:

- Utilizes basic hand tools such as shovels, rakes, picks, axes, squeegees, brooms, tampers, grass whips, sledge hammers, spud bars, hammers, sprayers, edger's, hand saws, wrenches, and any or all other hand tools etc.
- Digs holes, trenches, foundations, conduit runs
- Performs basic landscaping, cleaning and maintenance tasks
- Utilizes power equipment including, but not limited to, air hammers, air tamp, paint machines, air compressors, electric drills, cement drills, water pumps, chainsaw, portable concrete saws, cement mixers, sidewalk sweepers, zero turns, lawn mowers, tractors, snow blowers, skid steers, brush cutters, wood chippers, sprayers, auger, compost mixers, sod cutters, leaf pick-up equipment, floor buffers and any or all other small power equipment
- Performs cleaning, maintenance and repair on: buildings, grounds, simple equipment, streets, alleys, right of ways, trees, lawns, concrete and wooden structures, culverts and catch basins, traffic control signs, devices and markers
- Assists in concrete, asphalt, grading operations and any other maintenance and repair operations
- Operates pick-up truck with plow and salt spreader to assist with removal of snow and ice on streets, sidewalks and parking lots.
- Sets up barricades and posts temporary and/or permanent signs for traffic control; stops, diverts or directs traffic
- Picks up dead animals
- Assists with leaf removal throughout the city
- Assists with tree removal
- Mix seeds, fertilizers, insecticides and other chemicals *under supervision*, unless certified.

REQUIRED KNOWLEDGE, SKILLS & QUALIFICATIONS

- Knowledge of the operation and maintenance of simple tools and equipment
- Knowledge of the hazards and safety precautions of the work
- Skill in the use of hand and power tools
- Skill in performing manual labor in varying weather conditions
- Skill in moving and lifting heavy objects

- Valid State of Ohio driver's license
- Skill in understanding and following written and oral instructions
- Ability to read and write legibly
- High School Diploma or GED Equivalent
- Skill working and communicating effectively with others
- Ability to perform the essential job duties
- Ability to perform the physical aspects of the job which include, but are not limited to adjusting, carrying, climbing, connecting, crouching, crawling, kneeling, lifting, pulling, reaching and stooping
- Ability to properly lift fifty (50) pounds

MINIMUM EXPERIENCE AND TRAINING

- High School Diploma, GED or
- Experience or training in the use of basic hand tools
- Work experience which demonstrates the ability to follow directions and work effectively with others
- Valid State of Ohio Driver's license

ESSENTIAL OSHA RESPONSIBILITIES:

- Know and use safe work procedures, after training, if training is required
- Recognize job hazards and take proper precautions to assure personal, as well as fellow employee and public safety, after training, if training is required
- Inform his/her supervisor immediately of hazards, unsafe equipment and acts, and recommend solutions to correct deficiencies.
- Actively participate in safety program and training
- Immediately report accidents, injuries and near misses to his/her supervisor
- Report to work in a condition to be able to work safely