

Class Specifications for the Class:

GENERAL LABORER I

Duties Summary:

Performs a variety of routine, repetitive manual tasks not requiring the continuous performance of a mechanical or trade skill; and performs other related duties as assigned.

Distinguishing Characteristics:

This is the basic, entry level class in the series.

This class differs from that of General Laborer II in that the General Laborer I performs unskilled manual labor work which does not require a high degree of manipulative skill nor continuous arduous physical effort; the General Laborer II performs a variety of semi-skilled manual work tasks involved in road, building or other maintenance projects or performs refuse collection work involving continuous heavy physical labor as a major work assignment.

Examples of Duties:

Cleans culverts, cuts trees, digs and widens ditches, performs pick and shovel tasks in road patching, cuts grass and repairs roads as a member of a maintenance or construction crew; loads and unloads supplies and equipment; helps to lay pipes and back fills holes and ditches; sets out flags and lanterns to warn traffic; maintains a park or recreation area independently, mowing lawns with hand or power mower, trimming hedges, transplanting shrubs, killing weeds, planting and caring for flowers, and cleaning restrooms; transplants seedlings and clears trails in forests; sweeps streets; prepares poisons for use in eradicating pests; baits and sets rat traps; moves heavy materials using hand truck and dollies; mixes cement and mortar; may operate a vehicle in getting to and from work and occasionally in transporting supplies.

Minimum Qualification Requirements:

Experience and Training: None required.

Knowledge of: Common hand tools and equipment used in manual, unskilled work.

Ability to: Understand and follow oral instructions; perform heavy lifting, moving, digging or other manual work typical of the class.

Physical and Medical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Handicaps in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information, including the results of the medical examination, and requires the approval of the Superintendent or designee.

Due to the transfer of authority to the Department of Education to administer its own Civil Service System pursuant to Act 51 Session Laws of Hawaii 2004, this is an adoption of the class specifications and the minimum qualification specifications for the Executive Branch Civil Service class GENERAL LABORER I by the Department of Education Civil Service system.

DATE APPROVED: MAR 31 2006

EFFECTIVE DATE: JUL - 1 2005


Gerald Okamoto
Assistant Superintendent
Office of Human Resources