



**DEMERARA HARBOUR BRIDGE CORPORATION
NON-MANAGEMENT JOB DESCRIPTION**

JOB TITLE:	LABOURER	LOCATION:	HEAD OFFICE
REPORTS TO:	FACILITIES TEAM LEADER	GRADE:	-
DEPARTMENT:	MAINTENANCE	SECTION:	-
SUMMARY STATEMENT	Responsible for performing a broad range of bridge maintenance, repair, maintenance assignments, site preparation and clean up, moving materials, and basic operation under close supervision.		
DUTIES TO BE RESPONSIBILITIES	DESCRIPTION OF DUTIES:		
	GENERAL BRIDGE MAINTENANCE		
	CARPENTRY AND MASONRY		
	<ul style="list-style-type: none"> - ASSISTS in constructing, erecting, and installing wooden profiles, formwork, structures, and fixtures for brickwork. - ASSISTS in preparing and dressing lumber by measuring, cutting to required specifications using a variety of hand and power tools and machinery. - ASSISTS in the construction of pathways and roads, and collection and disposal of waste. - REPAIRS structures such as floors, roofs, scaffolding, partitions, ceilings, and stairs using prepared lumber. - MAINTAINS building and internal fixtures. - ASSISTS in demolishing of buildings. 		
	BRIDGE RETRACTION		
<ul style="list-style-type: none"> - RECEIVES hand signal and/or radio communication from designated worker indicating task to be done. - OPERATES equipment to open and close the retractor spans of the bridge allowing for the safe and efficient flow of marine traffic through waterways during bridge retraction daily (day and night). 			
LAWN MAINTENANCE			
<ul style="list-style-type: none"> - CUTS grass with a brush cutter and/or cutlass and TIDIES area after. - RAKES, SWEEPS and SPADES leave and other debris from lawns drains, paths and driveways. - EDGES lawns and flower beds, using edging tools. - PRUNES and SHAPES shrubs and TRIMS hedges, using clippers and shears. - SPRAYS plants, shrubs and flowering plants with fungicide, insecticide, and herbicide. - WASHES the buildings in the compound. 			
<p>The above responsibility statements identify specific duties necessary to attain DHBC's overall objectives while not precluding the job holder from carrying out other related activities that may be inherent in the job.</p>			

QUALIFICATIONS PROFILE

JOB TITLE: LABOURER		
FACTORS		SUBSTANTIATING DATA
1	EDUCATION	Sound Primary Education. Ability to read simple instructions, names, and labels. Ability to operate medium-weight machinery.
2	EXPERIENCE/ JOB KNOWLEDGE	Unskilled support worker performing routine work requiring little or no previous experience but perhaps drawing on skills acquired in an informed manner until becoming familiar with work requirements. Knowledge of basic or commonly used rules, procedures, and operations.
3	TECHNICAL/ PROFESSIONAL	The Incumbent undertakes simple, quite routine decisions which are primarily concerned with the day-to-day aspects of the job. Ability to perform heavy manual labour for extended periods in confined areas, on scaffolding, and under variable weather conditions. Ability to learn how to operate the tools, equipment, and materials applicable to the work.
4	PROBLEM- SOLVING/DECISI ON MAKING	The narrow range of activities is confined within Department/Section or across Department/Section. Tasks and problems are fairly homogenous and relate to a limited variety of skills.
5	INTERPERSONAL	The interpersonal contacts are with employees within the Department/Section. The purpose is to obtain, clarify or provide information of a routine nature.
6	RESPONSIBILITY FOR MATERIALS, CASH, ETC	Responsible for performing a broad range of bridge maintenance, repair, construction assignments site preparation, moving materials, and basic equipment operation under close supervision.
7	PROCEDURES/ REGULATIONS/ COMPLIANCE	Specific detailed instructions covering all important aspects of the assignments are provided to the employee.
8	TEAMWORK	The Manager/Supervisor makes specific assignments that are accompanied by clear, detailed, and specific instructions. The employees work as instructed. The Manager/Supervisor checks progress and reviews completed work for accuracy, adequacy, adherence to instructions, and established procedures.
9	WORKING ENVIRONMENT/ SAFETY OF OTHERS	The working environment involves high risks and frequent exposure to potentially dangerous situations. Heavy work, requiring lifting, carrying, pushing, and pulling; climbing and balancing; stopping, coughing, and raising of hands; reaching, handling with a strong grip; ordinary talking and conversation. Works inside, outside, during daytime and nighttime, and around people. Noisy conditions.