

Memorandum of Understanding

This Memorandum of Understanding between the City of Bend Employees Association (Association) and the City of Bend (City) is for the purpose of memorializing the agreement between the parties as it relates to changing the grade for the Laborer classification.

Recitals

- A. These modifications were the result of both parties wanting to update the existing classification.
- B. There are no current incumbents in the Laborer Classification.
- C. The current salary grade is C100.
- D. The proposed salary grade is C250.
- E. The parties have agreed to implement these terms. The result of the change will help attract and retain talent.

Terms of Agreement

- 1. The salary grade will be changed from C100 to C250.
- 2. The salary grade change will be effective June 25, 2022.
- 3. The classification description is attached in Appendix A.
- 4. Any Dispute between COBEA and the City concerning the interpretation, application or alleged violation of any term of this Memorandum of Understanding shall be subject to the Grievance Procedure set forth in Article 11 of the parties' CBA.
- 5. Nothing in this MOU modifies the City's rights as outlined in Article 4, and specifically doesn't restrict the City's right to create, modify, or eliminate jobs and assign work.
- 6. These provisions are being adopted to address specific issues that arose and are not intended to change any other Memorandums of Understandings or their provisions, past practice, or policies nor to set a precedent if, inadvertently, these provisions affect other MOU provisions, practices, or policies.

This Memorandum of Understanding is effective Date of June, 2022.

DocuSigned by:

Rob DuValle

Rob DuValle, HR Director
City of Bend

DocuSigned by:

Kerry Bell

Kerry Bell, President
City of Bend Employee Association

Laborer Classification



CITY OF BEND

CLASSIFICATION DESCRIPTION | PUBLIC WORKS LABORER

CLASSIFICATION FRAMEWORK: LABORER
FLSA CLASSIFICATION: NON-EXEMPT
BARGAINING UNIT: COBEA
REVISION DATE: JUNE 2022

Wage Grade: C250

POSITION OVERVIEW

This is an entry level position into a Public Works career serving the community by accomplishing the visions and goals of the Department and the City through excellent internal and external customer service, teamwork and producing excellent results.

This class performs a variety of manual tasks of an unskilled or semi-skilled nature in the repair and maintenance of City facilities such as streets, water systems, wastewater systems, cemetery, airport, and other City properties depending on area of assignment. More experienced employees may operate a variety of equipment on a limited basis

DISTINGUISHING CHARACTERISTICS

Distinguished from the Street and Water Utility series, incumbents are entry level with minimal experience and certifications required.

COMPLEXITY OF WORK***Complexity:***

Routine: Work is considered routine or basic. Most situations are resolved using standard procedures and established guidelines. Requires knowledge of procedures and the ability to evaluate and select the correct solution from defined alternatives.

Degree of Independence:

Follows standard practices with supervision, but must be monitored when carrying out any deviations; progress is regularly monitored and all outcomes are reviewed.

Decision Making Authority:

Follows established policies, procedures and practices, and makes no independent decisions. May make recommendations to work procedures, policies, and practices.

ESSENTIAL FUNCTIONS INCLUDE:

The information provided below encompasses the essential functions and capabilities linked with this position.

Duties and Responsibilities

The individual in this position is expected to engage in the following work-related activities.

- Assists with installation and repair of water, sewer, stormwater, and irrigation lines and other related facilities.
- Assists in grading, paving, patching, and repair of streets.
- Assists in maintenance of City assets in right-of-way such as guardrail, landscape medians, signage,
- Assists in concrete construction and repair of sidewalks, curb, and ADA accessible ramps.
- Cuts and disposes of trees, bushes, and weeds; maintains lawns and landscaping.
- Assists in application of traffic striping and legends applications to streets.
- Reads and assists in repairing water meters.
- Learns to operate trucks, compressors, jackhammers, power tools, and other light equipment which are incidental to general duties.
- Performs parking lot and sidewalk cleaning and maintenance.

- Performs winter operations snow removal of public facilities or public right of way bicycle and pedestrian areas such as parking lots, sidewalks, multi-use paths, roundabouts, and bridges.
- Performs street maintenance equipment clean-up duties.
- Picks up trash and litter.
- Performs other duties as required by the position.
- Complies with safety requirements of the position and actively promotes safe work practices.
- In an emergency event or an officially declared State of Emergency, responds as directed to ensure the restoration of essential public services, facilities and infrastructure.
- Other related duties as assigned.

Supervisory Responsibility

This position is a non-management position and does not encompass supervisory responsibility.

Skill Profile

The individual in this position is expected to possess and exhibit the following knowledge, skills, and abilities.

- Strong work ethic, positive attitude, and a teamwork attitude to serve the community
- Ability to learn the tools, equipment, safety requirements, methods, and materials used in general maintenance and repair work.
- Some general mechanical aptitude and ability to perform manual tasks without constant supervision.
- The ability to follow oral and written instructions. Ability to perform mathematical calculations.
- The ability to learn operation of light automotive equipment and power-driven hand tools as required.

Ability Requirements

The following capabilities are required to perform the essential functions of this position.

- Position requires manual labor and heavy to extreme physical exertion including lifting and carrying heavy loads, standing, bending, and stooping.
- Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.
- Incumbent must have the ability to perform manual tasks and to withstand exposure to dust, fumes and variable weather conditions.

EDUCATION, EXPERIENCE, CERTIFICATIONS AND/OR LICENSES

The following are the minimum qualifications for this position.

- High School Diploma or General Equivalency Diploma (GED).
- Current and valid Driver's license per City policies outlined in the Employee Handbook.
- Acquire and maintain a State of Oregon Flagger's card within 6 months of hire.

DIVERSITY & EQUAL OPPORTUNITY EMPLOYER STATEMENT

The City of Bend is committed to fostering, cultivating and preserving a culture of diversity and inclusion. At the City of Bend, we don't just accept differences; we value them. We are proud to be an Equal Opportunity Employer and support the Americans with Disabilities Amendments Act (ADAAA) and the Oregon Equal Pay Act.