

SCHOOL DISTRICT OF JACKSON COUNTY

JOB DESCRIPTION

MASON

QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Four years experience as a skilled mason, or an equivalent combination of training and experience.
- (3) Valid Florida driver's license.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of curbs and sidewalks. Thorough knowledge of various types of cement, plaster and blocks, including stress and strain, ratio of mix and bonds. Considerable knowledge of the hazards and safety precautions of the trade. Knowledge of the practices, materials and tools used in the masonry trade. Ability to supervise work of semi-skilled persons of a lower grade. Ability to follow oral and written instructions, and to work from sketches and plans. Ability to work at considerable heights on ladders and scaffolds. Skill in the use and care of the tools and materials of the masonry trade and skill in mixing mortar and concrete.

REPORTS TO:

Maintenance Foreman

JOB GOAL

To construct, maintain and repair buildings, structures and sidewalks for the Jackson County School District.

SUPERVISES:

Mason Helper

PERFORMANCE RESPONSIBILITIES:

- (1) Estimate costs, construct forms, pour/lay, test all facets of the masonry craft.
- (2) Work from oral or written assignments, accompanied by plans, blueprints, sketches, specifications and work orders.
- (3) Construct forms and test them in preparation for pouring cement.
- (4) May construct and set forms for curbs, gutters and sidewalks, build block headwalls and all other similar block work that is required.
- (5) Manipulate trowels, floats and screens on poured cement to secure a specified finish.
- (6) Assign and direct laborers or helpers on particular projects with appropriate positive interpersonal skills.
- (7) Mix and pour concrete; lay, finish and repair concrete sidewalks, floors, walls and steps.
- (8) Lay brick to form ornamental designs.
- (9) Estimate needed materials, cost and time.
- (10) Must wear mask at times.
- (11) Use effective, positive interpersonal communication skills.

Board Approved May 19, 1998
Amendment Board Approved April 15, 2003

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- (12) Perform other incidental tasks consistent with the goals and objectives of this position.
- (13) Other duties assigned by the immediate administrator or supervisor.

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Approved Unit Compensation plan, pay grade 20-23
12 months
8.0 hours per day

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.