

**GRANITE SCHOOL DISTRICT
CLASSIFIED EMPLOYEE JOB DESCRIPTION**

Job Title: Mason Tile Journeyman
Supervisor's Title: Lead, Grounds
Date Prepared: 2/99 **Date Reviewed:** _____ **Date Reviewed:** _____
Employee/Incumbent Review _____ **Immediate Supervisor Review** _____
Dpt Apprvl _____ **GCEA Review** _____ **HR Apprvl** _____ **Supt. Apprvl** _____
Job Location: Maintenance Services **Lane** _____
Implementation Date: _____ **ADA Review** _____

JOB SUMMARY

The Mason Tile Journeyman has the responsibility to lay out and complete project. This would include brick and block laying, footing and wall forming, cement sidewalks, installing door jams in cement and brick walls. Installation and repair of all types of ceramic wall and floor tile. Installation of ADA approved restrooms and ramps, approaches and doorways.

ESSENTIAL FUNCTIONS

- Operates equipment which includes tractor, dump truck, bob cat, compactors, transits, scaffolding, and ladders.
- Forms, pours, and finishes cement work for sidewalks, fence lines, backstops, mow strips, handicapped ramps, porches, steps, and restrooms.
- Install and repair of all types of ceramic wall (including murals) and floor tile.
- Prepares material lists and estimates, orders and picks up parts to complete job.
- Coordinates with the appropriate authorities (Blue Stake) to clear project areas of gas, power, phone, and cable TV, etc.
- Maintains inventory control for parts, equipment, and supplies for areas of responsibility.
- Installation of door jams in cement and brick walls.
- Installation and repair of brick and block.
- Drives, operates, and maintains various equipment such as tractors, and light trucks.
- Removes snow, also drives snowplow.
- Performs excavation for sub base and compacts ground.
- Makes adaptations of projects to meet project demands and meets all appropriate codes.

NON-ESSENTIAL FUNCTIONS

Occasional duties as required within skill level.

REQUIRED KNOWLEDGE, SKILLS AND ABILITY

Require skill in the use maintenance, and minor repair of hand tools, small and large power tools, machine tools, jack hammer, sheet metal, cutting tools, welding equipment, and power cleaning equipment. Skill in loading and securing equipment. Skill in concrete forming, pouring, and finishing and knowledge of cement tools. Skill in the installation of tile and masonry, and knowledge of tile installation tools. Must know how to use a transit for non-complex survey work. Must be mechanically inclined. Must have good math skills and the ability to read blue prints. Must keep abreast with new developments in the field. Must have good interpersonal and communication skills. Must have a good working knowledge of relevant building and safety codes including pertinent aspects of OSHA, EPA, MSDS and ADA. Must have basic mathematical skills. Must be skilled in oral and written communications and interpersonal relations.

REQUIRED EDUCATION AND TRAINING

May be required to attend training sessions in other areas of responsibility. Must have a high school diploma or equivalent. Must keep abreast of changing developments in techniques in relevant fields. Must have a current and valid Utah driver's license.

REQUIRED PRIOR WORK EXPERIENCE

Must have successfully completed three years of on the job training with demonstrated competence.

Note: The District administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience, some exchanges can be made between training and experience.

DECISION MAKING

Must be able to organize work in line with directions from the Foreman, and see that directions are followed. Orders large amounts of concrete (sq yards), tile and brick. Decides appropriate actions in emergencies. Required to provide a safe working environment for crew and nearby students and staff. May consult with administrators, teachers, co-workers and patrons to assist in the timely completion of projects. Assists in planning work projects. Assures that each assignment has sufficient tools, materials and supplies. Determines repairs and replacements of equipment as needed. Prioritizes work for specific jobs assigned. Must be able to perform assigned tasks without on-site supervision.

SUPERVISION

May supervise temporary workers under the direction of the Leadman. Requires ability to motivate temporary workers, also, plan and initiate activities with minimum supervision. Responsible for planning work as assigned, assuring a high quality of the finished product. Makes specific work assignments and monitors performance of assigned employees. The work supervised can be complex. Coordinates with contract service vendors and material vendors on projects.

WORKING CONDITIONS

Subject to unavoidable fatigue when finishing concrete due to time/setting demands. Some district emergencies may require additional irregular hours. May be subject to high locations, awkward positions, heat, noise, dirt, chemicals, confined spaces, and cold. Incumbent may have occasional stress from emergencies and in meeting project deadlines. Interruptions may occur while performing work requiring accuracy and concentration.

PHYSICAL DEMANDS

Repetitive sustained physical effort. Usually handling light or average weight materials. There is occasional work with heavy weight material, but generally not exceeding 100 lbs.