

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 6324

TITLE: MASON

GRADE: S-16

DEFINITION:

Under general supervision, performs a variety of skilled masonry tasks; leads and participates in the work of a crew engaged in a variety of maintenance and construction activities; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

None.

ILLUSTRATIVE DUTIES:

(The illustrative duties listed in this specification are representative of the class but are not an all inclusive list. A complete list of position duties and unique physical requirements can be found in the position job description.)

Lays brick, concrete block and related material for walls and parge foundations;
Installs form work, pours concrete, and finishes concrete surfaces such as floors, walls, porches and steps;
Leads, inspects and reviews the work of crews engaged in a variety of maintenance and construction activities;
Leads and guides crew members in the maintenance and/or construction of storm drainage, stormwater management facilities, sidewalks, and trails;
Inspects projects in progress and upon completion;
Contacts County residents regarding complaints and other issues, and refers them to the proper authority when appropriate;
Ensures that crew members have been trained in the proper use of equipment;
Ensures that safety procedures are followed;
Assists with the operation of various types of trucks and equipment;
Responds to emergency situations such as snow, flooding, and other designated emergencies;
Reads and interprets engineering plans for layout and construction of walls, foundations, storm sewer structures, and walkways;
Estimates the amount of material to be used on a job;
Drives a vehicle to and from work locations and keeps vehicle supplied with tools and materials;
Keep records and reports on work accomplished and material used;
May perform duties of dispatching crews, preparing work orders, entering on-line time and attendance reports, preparing accident reports, addressing citizen complaints, etc..

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

(The knowledge, skills and abilities listed in this specification are representative of the class but are not an all inclusive list.)

Knowledge of the equipment, materials, methods, practices and tools used in the mason trade;
Knowledge of common hazards and necessary safety precautions;
General knowledge and ability to retrieve, modify, and print computer documents on a desk top computer;
Working knowledge of local, state, and national building, land development, and safety codes;

Ability to use tools, equipment, and materials pertinent to the construction and maintenance trades;

Ability to follow written and oral instructions, diagrams, blueprints, and manufacturers' manuals;

Ability to accurately estimate time and material needed, determine when repair is not economically practical, and perform routine clerical tasks and arithmetical computations;

Ability to maintain good interpersonal relationships;

Ability to perform all required tasks, including lifting, stooping, bending, working in tiring and uncomfortable positions, and frequently working in confined spaces.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following:

Graduation from high school or G.E.D. issued by a state department of education; PLUS

Four years experience in construction, maintenance, or a related field, to include a minimum of two years experience in masonry or concrete construction.

CERTIFICATES AND LICENSES REQUIRED:

Must maintain a valid Class B Commercial Driver's License in the state of residence.

NECESSARY SPECIAL REQUIREMENTS:

Will be required to provide copies of driving record periodically for verification of driving status and participate in the County's Commercial Motor Vehicle Testing Program.

RETITLED:	November 19, 2009
REVISED:	May 5, 2003
REVISED:	May 21, 1992
REVISED:	August 3, 1981