



Job Title: **Brick Mason Craftsperson**

Department: Maintenance
Reports To: Director of Facilities, Maintenance Manager, and Paint Shop Foreperson
Grade: MT-11
Number of Days: 12 Months
Security Access: None
Current Date: June 23, 2015
Overtime Status: Non-Exempt

Position Summary: The Brick Mason Craftsperson is expected to provide prompt quality service to every school every day. Provide a variety of tasks necessary to maintain, build, alter, and repair brick, stone structures and surfaces. The employee must also have the ability to work with, ceramic tile, cory tile, and similar type of tile work that would be associated with the use of mortar. Must be willing to work outside in all types of weather conditions and follow all safety requirements. Must report day-to-day operations to shop foreperson and/or lead-person, report and track material costs and maintain a daily time sheet.

The primary focus for the Brick Mason Craftsperson is to repair and/or installation of concrete, brick, and ceramic/cory tile. This would include repairs, maintain and alter buildings, retaining walls, and other brick or stone edifices. The craftsperson will mix mortar, lay bricks and stone, and repair/install concrete sidewalks.

This job may include working with outside contractors and vendors for new installation and repair of concrete, brick, ceramic/cory tile, and terrazzo. This will also include working with other maintenance shops for specialized project work throughout the school district.

Minimum Qualifications:

Education:

- High School Diploma or equivalent.
- Completion from an accredited trade school is preferred.

Experience:

- A minimum of 3 years' experience working with commercial/industrial applications of concrete is preferred.
- Must have working knowledge concrete, mortar, brick laying, stone work, and tile.
- Knowledge of terrazzo flooring is a plus.
- Knowledge of ADA compliance for ramp and curbs is a preferred.
- Previous experience working with ceramic and cory tile is preferred.
- Knowledge of setting forms.

- Experience using bull float, concrete tamps, Fresno floats, hand trowels, concrete vibrators, power trowels, mixers, and jackhammer.
- Experience using a transit instrument is preferred.

Responsibilities and Essential Functions: The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Installation and repair of concrete sidewalks (including curbing).
- Installation and repair of ceramic and cory tile.
- Installation and repair of mortar and grout.
- Installation and repair of brick laying and stone.
- Coordinate with other shops as needed.
- Keep records of time and material for all jobs.
- Various other tasks as assigned by the Foreman and/or Lead and as needed.

Skills and Abilities Required: The following characteristics and physical skills are important for the successful performance of assigned duties.

- Must have and maintain a current Oklahoma driver's license with no restrictions that would preclude driving on the job.
- Ability to use CMMS software.
- Must enforce all MSDS requirements and city/state building codes.
- Ability to complete new installations and make repairs to concrete, mortar, stone, ceramic tile, cory tile, and brick.
- Ability to read and understand blue prints.
- Must be able to work a flexible schedule including evenings and weekends.
- Must have ability and willingness to learn and understand kitchen appliances such as steamers, mixers, warmers, tilt skillets, kettles, and ovens.

Customer Contacts (Internal and External):

- Internal: Director, Supervisors & Forepersons
- External: Site Principals/Administrators and Staff

Supervisory Responsibility:

- Does not directly supervise any individuals.

Working Conditions: Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

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