

POSITION: MASON

REPORTS TO: Director of Operations

DESCRIPTION: Personnel employed to perform tasks connected with brick and block laying and carpentry task related to such laying.

QUALIFICATIONS:

1. High school diploma or GED required.
2. Personnel must be or have been classified in this category, or must pass the state prescribed exam for this position.
3. Ability to work well with others.
4. Physical strength, dexterity, and ability to do manual labor.
5. Valid West Virginia driver's license.
6. Must be able to perform craft work in the area of plastering, dry wall, tile, and concrete finishing.
7. Must be able to repair and maintain facilities in order to keep them in good state of repair and enhance their appearance.

RESPONSIBILITIES:

1. Builds concrete forms; pours and finishes concrete.
2. Constructs new walls, does all patchwork, plastering, building of lathe walls, etc.
3. Sets ceramic tile.
4. Finishes dry wall installations.
5. Does all the patching and replacement of damaged plastered walls.
6. Performs any block laying tasks or related carpenter tasks as needed to perform plastering skills.
7. Maintains records of time and materials required to perform the craft responsibilities.
8. Performs general labor duties when assigned.
9. Maintains positive work habits.
10. Performs duties efficiently and productively.
11. Maintains and/or upgrades job-related skills.
12. Performs other related tasks as assigned by the Director of Operations.
13. Develops and maintains a safe work environment at all times.

SALARY: Pay Grade: G

EMPLOYMENT TERM: 261 Days