



JOB DESCRIPTION

JOB TITLE	Mason
JOB GROUP	CUPE 4222A
LEVEL	E
DEPARTMENT	Organizational Support Services, Facility Services
SUPERVISOR	Maintenance Leader

POSITION SUMMARY

The Mason is responsible for assessing, fabricating, installing, renovating and repairing fixtures requiring masonry or bricklaying and performs general maintenance duties as required.

DUTIES AND RESPONSIBILITIES

- Determine requirements for material and labour.
- Measure, design, fabricate, repair or install new fixtures or components such as ramps, sidewalks, counters, or ceramic tile.
- Operate equipment such as power cutters, mixers, scaffolding, taking all precautions for safety.
- Operate a board vehicle meeting all safety and maintenance guidelines.
- Perform a variety of repair and maintenance tasks.
- Build, install or repair various carpentry items.
- Comply with fire and building codes and safety requirements.
- Direct other maintenance staff assisting incumbent with large projects.
- Check work of contractors.
- Order materials from suppliers and reconcile credit card statements.
- Prepare time sheets and work orders.

EDUCATION

Completion of a current Certificate of Qualification as a Mason and licensed to work in Ontario.

EXPERIENCE

Three and one half years of related work experience is required.

This position requires a clean drivers abstract.