

HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 5393

MASON/PLASTERER SUPERVISOR

Abolished 9/15/06

DEFINITION

Supervise journey mason/plasterers and other tradesworkers perform masonry work on campus buildings and facilities.

DISTINGUISHING CHARACTERISTICS

Positions in this class are distinguished by the requirement for supervising journey mason/plasterers and leads. This is the first-level, full-time supervisor involved in buildings and grounds construction and maintenance.

TYPICAL WORK

Supervise full-time journey and/or lead workers, and other tradesworkers engaged in plastering, cement finishing, brick and block laying, and related work involved in building maintenance, alteration and construction projects;

Read plans, sketches, and blueprints; determine scope of work, materials needed, their cost and availability; inspect project progress to ensure compliance with local and state building codes;

Select, train, and evaluate employees; participate in employee discipline;

Order materials and maintain adequate inventory of required materials to carry on shop or maintenance work;

Assist in the development of the departmental budget; develop and conduct preventative maintenance programs on buildings and facilities; enforce safety rules and regulations;

Maintain records on work performed; write reports as required;

MINIMUM QUALIFICATIONS

Two years' full-time experience as a journey mason/plasterer or equivalent trade skill; including one year, full-time experience as a mason/plasterer lead, or equivalent. Possession of a valid motor vehicle operator's license may be required.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

Examination Requirements:

A job element examination (including written, E & T and oral components) scored on the basis of job related experience, training, skill, ability and other elements which are established through job analysis.

New Class: 1-3-73
Revise Title: 10-12-73
Revise MQ: 7-2-90