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# Cement Mason

Classification: Nonexempt Reports to: Project Manager

## Position Summary

The Concrete Laborer will be responsible for designing and building concrete forms with construction machines or hand-mixing tools for commercial and municipal building sites. Projects may include floors, patios, sidewalks, curbs, roads, and gutters.

## Essential Duties and Responsibilities

The essential functions include, but are not limited to the following:

- Consults with construction manager or client to determine the shape, consistency, finish, and other specifications of the project and plans accordingly.
- Plans project and drying time to ensure that concrete will dry and cure correctly; monitors weather and wind throughout the process to ensure proper curing.
- Builds and uses forms to shape concrete to specified levels and consistencies.
- Uses a variety of tools, such as straight-edges, floats, rakes, shovels, trowels, and brooms, to spread, level, smooth, and finish concrete and surface.
- Casts expansion joints and edges as needed.
- Mounts fixtures, such as anchor bolts, steel plates, or door sills, in freshly poured concrete.
- Waterproofs or restores the surface by applying hardening and sealing compounds.
- Levels and evens surface as needed by chipping, scraping, and grinding uneven spots or ridges using power or hand tools.
- Repairs and reinforces existing concrete surfaces, which may include removing ridges and cavities, resurfacing, or cleaning.
- Cleans surface, tools, and surrounding area thoroughly.
- Performs other related duties as assigned.

## Minimum Qualifications (Knowledge, Skills, and Abilities)

- High school diploma or equivalent required.
- Successful completion of formal apprenticeship program or other direct experience required.
- Excellent verbal communication skills.
- Thorough understanding of the characteristics of concrete and ability to make plans based on that knowledge.
- Ability to create, lay, and use concrete forms.
- Understanding of and ability to use tools related to cement.
- Ability to work well with others.
- Ability to create a variety of surfaces for various purposes.

## Physical Demands and Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodation may be made to enable individuals with disabilities to perform the functions.

- Prolonged periods standing, stooping, bending, kneeling, and squatting.
- Must be able to lift up to 100 pounds at a time.
- Must be able to work in extremely noisy areas, such as construction sites.
- Must be able to work in all types of weather.

## Other Duties

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job, Duties, responsibilities, and activities may change at any time with or without notice.

**Acknowledgment of receipt and understanding of job description**

I have read and reviewed my job description with my primary supervisor.

Employee Signature: _____ Date: _____

**Supervisor Signature: _____ Date: _____**

*The company is an Equal Opportunity Employer, drug-free workplace, and complies with ADA regulations as applicable.*