CLASS TITLE: MASON INSPECTOR

CHARACTERISTICS OF THE CLASS

Under supervision, inspects sewer construction, catch basin, and drain work for conformance to approved specifications and plans, and performs related duties as required.

ESSENTIAL DUTIES

- Inspects sewer construction work, sewers, and related brick structures for compliance with approved plans and specifications
- Ensures that materials used during construction meet specifications and are in accordance with municipal code
- Records locations of connections to sewers and related structures from property lines for inclusion into permanent departmental records
- Inspects underground installations and construction work by utilities to ensure that the integrity of the sewer system is not compromised
- Monitors and records progress of work performed by private contractors and prepares reports upon completion
- Inspects designated areas for excavations on private property or the public way to ensure permit requirements are met
- Reports hazardous street conditions to proper authorities for further investigation
- Performs various physical tasks related to the duties of the position

NOTE: The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Successful completion of a US Department of Labor registered bricklayer apprenticeship training program and journeyman status; or an equivalent combination of education, training, and experience

Licensure, Certification, or Other Qualifications

- A valid State of Illinois driver's license is required
- Must have the permanent use of an automobile that is properly insured, including a clause specifically insuring the City of Chicago from accident liability

WORKING CONDITIONS

- Exposure to outdoor weather conditions
- Exposure to loud noise, fumes or dust
- Work performed above or below ground level
- Exposure to hazardous conditions (e.g., construction sites, heavy machinery)
EQUIPMENT

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine, calculator)
- Computers and peripheral equipment (e.g., personal computer, computer terminals, hand-held computer, modems)
- Cameras and related photography equipment
- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves, vest, pads)
- Measuring tools (e.g., tape measure, ruler, calipers, measuring wheel)
- Two-way radio

PHYSICAL REQUIREMENTS

- Substantial lifting (up to 50 pounds) is required
- Ability to walk and stand for extended or continuous periods of time
- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to move one's hands and arms to grasp or manipulate objects
- Ability to climb staircases, ladders, and/or step stools

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Moderate knowledge of:

- *masonry and sewer repair and maintenance principles, theory, methods, and procedures
- *masonry equipment (e.g., trowels, floaters, screeds)
- *properties and characteristics of masonry materials
- *use of sewer system equipment and materials

Some knowledge of:

- applicable federal, state, and local laws, regulations, and guidelines
- *excavation and backfilling methods, practices, and procedures
- *use of safety equipment and protective gear
- *sewer construction safety and code standards, including OSHA standards

Knowledge of applicable City and department policies, procedures, rules, regulations, and ordinances

Skills

- *ACTIVE LISTENING - Give full attention to what other people are saying, taking time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- MONITORING - Monitor and assess performance of one's self, other individuals, or organizations to make improvements or take corrective action
- *COORDINATION WITH OTHERS - Adjust actions in relation to others' actions
- INSTRUCTING - Teach others how to do something
Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- SPATIAL ORIENTATION - Know one's location in relation to the environment or to know where other objects are in relation to one's self

Other Work Requirements

- INITIATIVE - Demonstrate willingness to take on job challenges
- ADAPTABILITY/FLEXIBILITY - Be open to change (positive or negative) and to considerable variety in the workplace
- DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City’s Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
(Valtera Corporation)

Date: June, 2010