



**Code: 8315**

Family: Construction, Maintenance, and Skilled Labor  
Service: Operation and Construction  
Group: Street, Water, Sewer, and Disposal  
Series: Water and Sewer Maintenance and Construction

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## **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

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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.

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City of Chicago  
Department of Human Resources  
(Valtera Corporation)

Date: June, 2010