



Code: 4435

Family: Construction, Maintenance, and Skilled Labor

Service: Operation and Construction

Group: Building Maintenance and Operation

Series: Masonry Trades

CLASS TITLE: CEMENT (CONCRETE) FINISHER

CHARACTERISTICS OF THE CLASS

Under supervision, performs journey-level cement mason work in the laying, floating, and finishing of concrete for the construction, installation, and repair of new or existing sidewalks, curbs and gutters, ramps and other construction projects, and performs related duties as required

ESSENTIAL DUTIES

- Reads drawings, specifications, and work orders to assess work required and to measure and lay out work to restore, install or repair concrete
- Ensures adequate supplies of tools, equipment, and materials are at work site
- Directs Concrete Laborers in filling and leveling surface area with sub-grade materials to prepare work area for concrete pour
- Assembles and sets formwork that hold concrete to required pitch and depth, and aligns forms
- Places reinforcement steel materials to ensure concrete reinforcement meets specifications
- Guides the positioning of trucks delivering concrete and moves chutes to facilitate the pouring of concrete on forms
- Places concrete and guides and instructs Concrete Laborers in the casting and spreading of concrete into forms or onto surfaces
- Finishes freshly poured concrete, using specialized tools (e.g., screed, bull float, trowel) to level and smooth the surface
- Uses powered or hand trowels to finish concrete to required lines and grades
- Operates power vibrator equipment to compact concrete
- Checks line and grade of concrete finishing work to ensure specifications are met
- Monitors the effects of weather on the curing rate of concrete throughout the work process
- Applies hardening and sealing compounds to cure surface of concrete, and waterproof or restore surface
- Covers and barricades finished work
- Works with Concrete Laborers in disassembling forms and cleaning work sites
- Loads, transports and unloads equipment and supplies
- Prepares work activity reports

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 cement finishing 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 noise, dust and other conditions on construction sites

EQUIPMENT

- Personal protective equipment (e.g., hard hat, rubber boots, glasses, gloves, face masks)
- Safety devices or equipment (e.g., cones, barricades, scaffolding, ropes)
- Two-way radio
- Standard tools and equipment of the cement masonry trade (e.g., hand and power trowels, floaters, screeds, edging tools, groover, vibrator, jointers)

PHYSICAL REQUIREMENTS

- Substantial lifting (up to 80 pounds) is required
- Ability to stand and walk for extended periods of time
- Ability to bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to operate applicable hand tools, power tools, and equipment

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**Knowledge**

Moderate knowledge of:

- *tools, materials, processes and techniques of concrete finishing and masonry
- *techniques and processes used in laying, smoothing and finishing concrete surfaces
- *techniques for constructing concrete and reinforced concrete structures
- *properties and characteristics of concrete and various types of concrete mixes
- *effects of concrete mixes on strength of concrete, setting and curing times, finish and durability
- *use of safety equipment and protective gear
- applicable safety and code standards specific to the cement finishing trade, including OSHA standards

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

Skills

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- 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
- MATHEMATICS - Use mathematics to solve problems

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
- WORK WITH NUMBERS - Add, subtract, multiply, or divide quickly and correctly

Other Work Requirements

- STAMINA - Demonstrate energy and stamina to accomplish work tasks
- 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
December, 2011