

DUTIES DESCRIPTION RECORD

DDR 72-47119

Department		Position	
Position Title	CEMENT MASON FOREMAN	Grade	
System	POWER	Position Code	6.12
Division	DESIGN AND CONSTRUCTION	Number of Positions	3 (Temp)

Rate: \$28.48 /hr. x 8 = \$227.84 Base Rate (Eff. 7/1/02)
3.80*/hr. x 8 = 30.40 Health and Welfare (Eff. 7/1/02)
\$258.24 Per Day (Eff. 7/1/02)

* Paid per hour worked or for the number of hours for which pay is received.

Summary Duties

In connection with miscellaneous construction, alteration, and repair activities at various locations in the Power System, directs and frequently participates in the work of journeymen cement masons and cement finishing machine operators performing skilled cement finishing work; examines and interprets instruction, orders, plans and specifications; observes and analyzes site of proposed work; plans, lays out and coordinates proposed work with other crafts; determines methods and tools to be used; assigns and reviews tasks and assumes responsibility for quality and quantity of work during progress and after completion; encourages safe practices and enforces safety rules and precautions; approves workers' timecards; makes oral and written reports of such matters as work progress, materials used, and accidents; hears and settles grievances or refers them to superior; and performs related duties.

1. Overtime:

An employee shall be paid for the first four (4) hours of overtime after the regularly constituted straight-time shift, and for the first eight (8) hours worked on Saturdays at a rate computed by multiplying the appropriate hourly rate by one and one-half (1½); for each hour of all other such overtime, at a rate computed by multiplying the appropriate hourly rate by two (2).

2. Holidays:

Holidays shall be as follows: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving Day, and Christmas Day. When a