



Office of Human Resources
Cement Finisher - CJ2494
THIS IS A PUBLIC DOCUMENT

General Statement of Duties

Performs full performance journey level work to pour and finish concrete or cement.

Distinguishing Characteristics

This class is distinguished from other trades areas by the specialty of the work and minimum qualifications.

Essential Duties

Lays out and plans the installation of concrete projects and maintains and repairs concrete.

Observes all common safety practices associated with equipment operations.

Instructs semi-skilled workers in the techniques of cement finishing.

Designs and builds forms.

Sets forms, mixes, pours, and stamps, and finishes cement.

Spreads concrete to a level plane, flutes, and grooves and edges the surfaces as required.

Repairs plaster, stucco, brick, and block.

Estimates materials, labor, and equipment costs.

Requisitions materials and equipment.

Performs minor repairs on cement-finishing equipment and cares for tools.

Prepares and maintains records and reports.

By position, may be required to be on-call to address emergent needs.

By position, participates in snow removal duties.

By position, responds to after hours calls or emergency calls outside of normal scheduled or business hours.

Performs other related duties as assigned.

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Oral Communication - Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Problem Solving - Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Reading- Understands and interprets written material, including technical materials, rules, regulations, instruction, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Self Management- Sets well defined and realistic personal goals; displays a high level of initiative effort and commitment towards completing assignments in a timely manner; works with minimal supervision; is motivated to achieve; demonstrates responsible behavior.

Technical Competence- Uses knowledge that is acquired through formal training and/or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Coaching: Provides others with clear direction, motivates, and empowers. Recruits staff of a high caliber and provides staff with development opportunities and coaching.

Written Communication – Composes, reviews, edits, and issues written materials for diverse audiences and communicates purpose in a succinct and organized manner that is appropriate for context, time, and place.

Knowledge & Skills

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

Knowledge of cement properties and cement mixture sufficient to be able to complete all phases of cement projects.

Skill in designing concrete projects and performing maintenance and repair of concrete.

Skill in using equipment related to cement finishing.

Skill in using hand and power tools and equipment common to several maintenance and repair trades.

Skill in estimating costs relative to the work assignment.

Skill in maintaining and organizing files, records and documents.

Level of Supervision Exercised

By position, performs lead work.

Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

Experience Requirement

Completion of a recognized apprenticeship program for cement finishing or three (3) years of experience in cement pouring and finishing.

Education & Experience Equivalency

A combination of appropriate education and experience may be substituted for the minimum education and experience requirements.

Licensure & Certification

This job requires driving. Requires a valid Driver's License at the time of application.

By position, requires a valid Colorado Commercial Driver's License (CDL "B") with appropriate endorsements by the end of probation.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Atmospheric Conditions: conditions that affect the skin or respiratory system.

Extreme Cold: temperature cold enough to cause marked bodily discomfort.

Extreme Heat: temperature hot enough to cause marked bodily discomfort.

Humid: conditions with high moisture content to cause bodily reactions.

Handles absentee replacement on short notice.

Handles emergency or crisis situations.

Hazards: Conditions where there is danger to life, body and/or health.

Noise: sufficient noise to cause distraction or possible hearing loss.

Potential exposure to hazardous chemicals.

Potential exposure to extremes of heat and cold in all weather conditions.

Potential exposure to hazards from electro/mechanical/power equipment.

Potential exposure to toxic chemicals.

Potential exposure to unpleasant elements (accidents, injuries and illness).

Subject to burns and cuts.

Subject to hazards of flammable, explosive gases.

Subject to injury from moving parts of equipment.

Subject to many interruptions.

Subject to varying and unpredictable situations.

Subject to long irregular hours.

Temperature Changes: variations in temperature from hot to cold.

Vibrations: Strain on the body to cause bodily harm is endured daily.

Wet: frequent contact with water or other liquid.

Potential exposure to cement dust.

Level of Physical Demand

4-Heavy (50-100 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs).

Agility: Ability to move quickly and easily.

Balancing: Maintaining equilibrium.

Carrying: Transporting or moving an object.
 Climbing: Ascending or descending an object or ladder.
 Color vision: Ability to distinguish and identify different colors.
 Crawling: Moving about in a low or crouched position.
 Crouching: Positioning body downward and forward.
 Depth Perception: Ability to judge distances and space relationships.
 Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.
 Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.
 Field of Vision: Ability to sharply detect or perceive objects peripherally.
 Fine Dexterity: Sufficient coordination to operate a vehicle and manipulate objects.
 Fingering: Picking and pinching, through use of fingers or otherwise.
 Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.
 Hazards: Conditions where there is danger to life, body and/or health.
 Hearing: Perceiving and comprehending the nature and direction of sounds.
 Hearing/Talking: Perceiving and comprehending the nature and direction of sounds/ability to communicate ideas.
 Hiking: Moving about on uneven surfaces, and at high altitude.
 Jogging: Ability to transport oneself over a two-mile distance at an efficient speed.
 Kneeling: Assuming a lowered position.
 Lifting: Moving objects weighing no more than 50 pounds from one level to another.
 Neck Flexion: Perceiving objects located above or below.
 Oral Comprehension: Ability to discern the meaning of oral speech.
 Physical Strength: Exerts force to transport objects of 50 pounds or more.
 Pulling: Exerting force upon an object so that it is moving to the person.
 Pushing: Exerting force upon an object so that it moves away from the person.
 Reaching: Extending the hands and arms or other device in any direction.
 Repetitive motions: Making frequent or continuous movements.
 Running: Quickly traverse a distance of over 50 yards.
 Running: Quickly traverse a distance of under 50 yards.
 Running: Ability to quickly pursue an animal for 60 seconds.
 Sitting: Remaining in a stationary position.
 Stamina: Ability to work over long periods of time without tiring.
 Standing: Remaining in a stationary position.
 Stooping: Positioning oneself low to the ground.
 Talking: Communicating ideas or exchanging information.
 Vision: Ability to perceive animal behavior, comprehend signs, and detect color.
 Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.
 Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.
 Walking: Ability to move or traverse from one location to another.
 Written Comprehension: Ability to discern the meaning of written words.

Background Check Requirement

Criminal Check
 Employment Verification
 Motor Vehicle Record

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: NE-15

FLSA Code: N

Established Date: 7/4/2021

Established By: BM

Revised Date: 6/25/2023

Revised By: BM

Class History: 6/25/2023- Pay grade revised as a result of CN1774.