

MASON

Title of Position:	Mason
Reports to:	Head of Division/Unit
Functions:	Operation and Maintenance Services
Purpose of position:	
Builds or works with stone, brick, concrete, and other materials to construct buildings of structures.	
Duties & Responsibilities	
<ul style="list-style-type: none"> ▪ Performs and repair all concrete-related work including maintenance, alteration and repair of walls, sidewalks, floors, bathroom showers, and other related structures or surface; ▪ Perform lying of brick, block and stone masonry; ▪ Reading blueprints and drawings to accurately calculate materials needed; ▪ Assist in carrying out estimation of materials and costing; ▪ Carry out repair, up-gradation, rehabilitation and maintenance of buildings/workshops etc. ▪ Supervision at the construction sites; ▪ Assist in building layout, framing, sheathing, and roofing structures. ▪ Proper use of PPE or personal protective equipment and tools to safely perform basic construction tasks; ▪ Correct any safety hazards structures and report them to the supervisor. ▪ Cut openings into walls, ceilings, and floors constructed of masonry materials; ▪ Assist the JE's/SO's to carry out site survey/feasibility study on civil works; ▪ Ensuring that surfaces are cleaned and polished with the necessary hand or power tools; ▪ Maintaining a neat and tidy work area after completing the job; ▪ Set up of safe working conditions at work/project sites; ▪ Update with all safety procedures and regulations, and following them rigorously; ▪ Perform any others duties as assigned. 	
Key Performance Indicators	

- Quality of civil works completed.
- Less frequency of maintenance required.
- Timely completion of the work.

Qualification, Key Skills and Competencies

Qualification:

Certificate in Civil Engineering/Masonry (VTI /RTI/TTI)

Or experience and sound understanding of DGPC and its business including current as well as future DGPC business.

. Key Skills and Competencies:

- Knowledge of related tools. Masonry techniques, equipment and materials.
- Skill in the construction, alteration, repair, and maintenance of masonry structures and surfaces.
- Good inter-personal skills to garner support from relevant officials.
- Good command skills in written and spoken Dzongkhag as well as English.
- Possess initiative and mature judgment with the ability to make and implement sound decisions.