

## TILE LAYER HELPER

### DEFINITION

Assists a Tile Layer in installing and repairing ceramic, clay tile, marble, and refractory ceramic materials in connection with the maintenance and alteration of buildings, grounds, and equipment.

### TYPICAL DUTIES

Assists a Tile Layer with tile work by mixing mortar and carrying materials to work sites; using a hammer, chisel, and electric tile saw to remove tiles, cement, and mortar from places such as bathrooms, walls, floors, and swimming pools; lathing and preparing surfaces for tile placement; mixing and applying grout between tiles; and cleaning finished installations.

Assists a Tile Layer with marble work by removing and/or replacing marble partitions and tile from counters walls, floors, and other locations; determining size, various color tones, and patterns of replacement material; cutting and installing new sections and stiles; mixing plaster and cement; and patching floors and walls.

Assists in repairing gas and electric kilns by removing and replacing components such as metal side coverings and refractory insulating bricks and materials, and by cutting, drilling, and grooving fireproof brick.

Makes minor tile repairs by replacing individual tiles.

Removes and installs one-piece marble stiles, counter tops, or plinth blocks by using bonding material and metal fasteners.

Picks up and delivers materials and ceramic kilns to various locations.

Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Tile Layer Helper performs semiskilled and unskilled tasks to help a Tile Layer in the installation and repair of ceramic and clay tile, marble, and refractory ceramic materials.

A Craft person performs the journey level work within their specific discipline in a designated maintenance and operations area.

A Maintenance Worker performs a variety of tasks to assist with the maintenance and repair of school buildings, equipment, appliances, or grounds, including moving, installing, repairing and maintaining of school and office furniture and equipment.

### SUPERVISION

A Tile Layer Helper receives immediate supervision from a Tile Layer or Senior Tile Layer. No supervision is exercised.

### CLASS QUALIFICATIONS

#### Knowledge of:

Processes used in the installation of ceramic and clay tile and marble  
Materials and tools of the marble and tile laying trade  
Safety practices relating to the marble and tile laying trade

Ability to:

Use the tools of the marble and tile laying trades  
Follow written and oral instructions  
Work effectively with others

Special Physical Requirement:

Ability to stand, walk, bend at the waist, crawl, reach overhead, crouch, kneel, and maintain balance  
Ability to safely lift, push, pull, and carry up to 100 pounds of materials  
Ability to work safely at heights including the use of ladders, scaffolds, and other related equipment  
Dexterity of fingers and hands to operate the necessary tools and equipment  
Visual acuity to differentiate between color tones, patterns, and materials used in a tile shop  
Stamina and agility to perform strenuous manual labor

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency.

Experience:

One year of experience performing unskilled and semiskilled duties related to the installation and repair of ceramic tile and marble.

Special:

Employment is subject to medical clearance.  
Positions in this classification are subject to pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead.  
A valid driver's license to legally operate a motor vehicle in the State of California and use of a motor vehicle.

This class description is not a complete statement of essential functions, responsibilities or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised  
10-12-15  
VR

Updated  
07-07-25  
Transportation  
Language Only