



# ORANGE COUNTY SCHOOLS

## POSITION DESCRIPTION

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<b>POSITION TITLE</b>	<b>Painter</b>
<b>SCHOOL/DEPARTMENT</b>	Maintenance
<b>SALARY</b>	Salary Grade 62 plus supplement
<b>FLSA STATUS</b>	Non-exempt
<b>REPORTS TO</b>	Director of Maintenance
<b>SUPERVISES</b>	None
<b>WORK WEEK SCHEDULE</b>	Monday – Friday; occasional weekend hours
<b>WORK HOURS</b>	40
<b>NUMBER OF MONTHS PER YEAR</b>	12

### **POSITION PURPOSE:**

The Painter performs skilled painting work and provides leadership in the removal of existing paint, preparation of surfaces to be painted, and the application of a variety of surface materials with either brush, roller or power sprayers. Work also involves performing potentially hazardous tasks, such as erecting scaffolds and ladders, and mixing and matching paint and stains by using proper pigments, base and thinner. The Painter develops work plans from broad assignments and is expected to resolve most problems. S/he must exercise independent judgment and initiative in performing assigned duties and must exercise tact and courtesy in contacts with supervisory and various school personnel.

### **MINIMUM QUALIFICATIONS:**

#### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Considerable knowledge of the steps involved in quality painting work
- Considerable knowledge of various methods of preparing surfaces
- Considerable knowledge of all department operating procedures to include but not be limited to the work order procedures, summer maintenance employee operating procedures, credit card

procedures, International Standard Organization (ISO) procedures, and other departmental procedures developed and implemented

- General knowledge of the standard methods, materials and equipment employed in painting work
- General knowledge of the principles of supervision, organization and administration
- Some knowledge of the occupational hazards of building trades work and the associated safety
- Some knowledge of building trade skills
- Skill in preparing surfaces for application of paint
- Skill in matching paints
- Skill in the use and care of a variety of hand and power tools necessary to perform painting work
- Ability to maintain simple logs, lists and records
- Ability to perform manual labor for extended periods of time as required by work assignments
- Ability to establish and maintain effective working relationships as necessitated by work assignments

### ***EDUCATION, TRAINING, AND EXPERIENCE***

- High School Diploma supplemented by vocational training in maintenance trades
- Three (3) to five (5) years of experience in painting or building maintenance
- Any equivalent combination of training and experience that provides the required knowledge, skills and abilities

### ***CERTIFICATION AND LICENSE REQUIREMENTS***

- Must possess a valid driver's license issued by the NC Department of Motor Vehicles

### **PREFERRED QUALIFICATIONS:**

- Associate's Degree in vocational trades including, but not limited to, painting
- Experience working in a public school setting

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Determine type and amount of materials needed
2. Prepare surfaces to be painted by the use of power cleaning equipment, chemicals, scrapers, sandpaper, sanding machines and any other methods that become state of the art
3. Apply paints, stains, sealers, varnishes, fillers, and other coating materials to interior and exterior of buildings and facilities or equipment owned by the school system
4. Erect, move, and work from scaffolding and ladders attending to the need for safety precautions
5. Direct and participate in mixing and matching paints and stains by using proper pigments, base and thinner; match paints and stains by use of charts and color chips
6. Patch plaster and sheetrock by using fillers, tape, spackling compound, patching plasters or any other products that become state of the art
7. Perform skilled roof, ceiling and door and door hardware functions
8. Repair drywall and move or make alterations to walls
9. Coordinate work flow and provide on-the-job training for less skilled personnel
10. Perform stripping of parking lots
11. Review work of lesser skilled workers to ensure work is performed in accordance with standard procedures

12. Request, maintain and is responsible for the inventory and accountability of material, tools, repair parts and equipment assigned and is issued for use
13. Inventory all tools and equipment quarterly and submit results via the appropriate supervisor to the Assistant Director or Director of Maintenance
14. Responsible for ensuring assigned motor vehicle equipment is operated and maintained as outlined in applicable district procedures
15. May be assigned project responsibilities for directing the work of semi-skilled and un-skilled helpers
16. Perform other duties as assigned by the Director and/or Assistant Director of Maintenance

<b>WORKING CONDITIONS</b>	
<b>PHYSICAL DEMANDS</b>	Work is considered medium physical work requiring the exertion of up to 25 pounds of force. Requires the ability to climb and maneuver on ladders, scaffolding, and/or in tight spaces.
<b>WORK ENVIRONMENT</b>	Employees in this position are required to work in indoor and outdoor environments, and come into direct contact with OCS staff, students and the public.
<b>ACKNOWLEDGEMENTS</b>	
The following signatures acknowledge that the supervisor has verified the accuracy of the position description, has discussed position requirements with the employee, and has advised the employee of work performance expectations	
<i>Reviewed by: Employee's Signature</i>	<i>Date</i>
<i>Approval by: Supervisor's Signature</i>	<i>Date</i>
The completed and signed position description shall be maintained at the employee's work location, shall be reviewed with the employee by his or her immediate supervisor, should be revised as required, and shall serve as the basis for all required evaluations.	

**DISCLAIMER:** *The above statements are intended to describe the general purpose and responsibilities assigned to this position. They are not intended to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and skills that may be required of the employees assigned to this position. This description may be revised by the supervisor, with HR review and approval, any time.*