



JOB DESCRIPTION

Job Title: **Painter**
Job Family: **Operations and Maintenance**
Pay Program: **Classified**
Prepared/Revised Date: **January 2011**

FLSA Status: **Non-Exempt**
Pay Range: **14**
Work Year: **248 days**

SUMMARY: Repair, prepare, condition and maintain all interior and exterior painted surfaces in District facilities. Enter and maintain data on the computer, attend meetings, transport materials and equipment, and respond to after hours requests.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequency of duties, percent of time and work year may vary based on department or building assignment.*

Job Tasks Descriptions	Frequency	% of Time
1. Perform preventive maintenance painting on all interior and exterior painted surfaces of District facilities. Repair and prepare surface for painting per trade standards.	D	50%
2. Perform approved requests for enhancement painting including mixing and matching colors to themes or other surfaces.	D	20%
3. Determine and input estimates, identify colors and products, respond to requests, order materials, update technical guidelines and complete contracts.	D	5%
4. Order materials and transport equipment to and from job site.	D	5%
5. Estimate, plan and inspect painting needs for maintenance and construction projects.	M	5%
6. Attend meetings as required for daily projects and additional assignments.	D	5%
7. Complete required paperwork as directed by department procedures.	D	5%
8. Perform other duties as assigned.	Ongoing	5%
	TOTAL =	100%

EDUCATION AND RELATED WORK EXPERIENCE:

- High school diploma, completion of G.E.D., or equivalent vocational school.
- Three years of experience in commercial and residential painting.

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire.
- Valid Colorado driver's license.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Oral and written communication skills.
- English language skills.
- Personal computer and keyboarding skills.
- Advanced skills in residential and commercial painting including use of scaffolds, ladders and paint sprayers.
- Ability to identify and report repair needs and safety discrepancies.
- Ability to develop necessary skills from on the job training and meet standards of performance for the classification.
- Ability to promote and follow Board of Education policies, Superintendent policies and building and department procedures.
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers and peripherals.
- Operating knowledge of and experience with typical office equipment, such as telephones, copier, fax machine, E-mail, etc.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	
Reports to:		
	POSITION TITLE	# of EMPLOYEES
Direct reports:	This job has no direct supervisory responsibilities.	

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit			X	
Use hands to finger, handle or feed				X
Reach with hands and arms				X
Climb or balance				X
Stoop, kneel, crouch, or crawl				X
Talk				X
Hear				X
Taste	X			
Smell		X		

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare				X
Analyze				X
Communicate		X		
Copy			X	
Coordinate	X			
Instruct		X		
Compute			X	
Synthesize		X		
Evaluate			X	
Interpersonal Skills		X		
Compile	X			
Negotiate	X			

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)				
Work near moving mechanical parts				
Work in high, precarious places				X
Fumes or airborne particles				X
Toxic or caustic chemicals				X
Outdoor weather conditions		X		
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock	X			

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Work with explosives		X		
Risk of radiation	X			
Vibration	X			

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	
Loud	X
Very Loud	