

**Roswell Independent School District
Job Description**

Job Title: PAINTER

Reports To: COORDINATOR OF MAINTENANCE

General Job Description:

Under the general supervision of the Coordinator of Maintenance, provides support to district campuses; completing painting projects safely within budget and established time frames. Perform a variety of skilled work involving painting interiors and exteriors of new or existing buildings and parking lots. Assist other personnel in performing general maintenance duties as required. Maintain surfaces of school buildings and equipment in a safe, clean, attractive, and healthy state.

Essential Duties and Responsibilities:

1. Prepare new and previously painted surfaces for painting, staining, varnishing by a variety of methods.
2. Apply paint, stains, varnishes, lacquers or other protective and decorative coatings using brushes, rollers or spray equipment.
3. Paint a variety of structures and equipment including exterior and interior building surfaces, floors, furniture, equipment and signs.
4. Lay-out and paint parking lots, basketball and volleyball courts and other areas using striping machine.
5. Operate compressors and other spray equipment.
6. Erect scaffolding and rigging; spread drop cloths, mix paint and match colors, clean brushes and other tools and materials.
7. Maintains equipment and ensures the proper use, repair and storage of materials, tools and equipment.
8. Oversee and direct summer paint crews.
9. Maintain records related to material and equipment.
10. Request equipment and supplies for the purpose of maintaining inventory and ensuring availability of required items.
11. Coordinate with administration and other trades for the purpose of completing projects/work orders efficiently.
12. Use computer to access work orders and input data into work order system.
13. Work cooperatively with colleagues, supervisors, and administrators.
14. Demonstrate ethical behavior.
15. Engage in self-development.
16. Follow District policies and administrative rules and regulations.
17. Maintain behavior appropriate to performing and accomplishing assigned duties.
18. Know what to do to successfully complete assigned work.
19. Project over-all concern for personal appearance as it relates to job performance.
20. Carry out assignments and instructions from supervisor(s) in a competent and efficient manner.
21. Perform assignments in such a manner so as not to interrupt the classroom learning environment.
22. Work in a safe manner with personal safety and the safety of others as the number one priority.
23. Communicate with supervisor and co-workers.
24. Using the current work order system: Perform tasks on work orders assigned in a capable and timely manner.
Complete and turn in work order paperwork in a timely manner with purchases, labor, and work performed listed.
25. Knowledge of chemical coatings, their proper use, and disposal of waste.
26. Preparation of surfaces in a safe and accepted manner.
27. Maintain adequate ventilation in work environment.
28. Manual physical labor, lifting and moving materials, furniture, equipment, and supplies.
29. Maintain assigned uniforms, equipment, tools and shop area in operable, safe and attractive status.
30. Order and account for supplies, materials, and equipment as required or needed.
31. Complete records and reports as required in a timely manner.
32. Maintain facilities security.
33. Operate computers.
34. Work from heights.
35. Multiply and divide decimals and fractions, etc. in order to estimate time, labor and materials necessary to complete work orders.

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36. Read and interpret blueprints and instructions.
37. Determine work priorities and to plan, assign coordinate and evaluate the work of others.
38. Other tasks as may be deemed appropriate by your supervisor.

Supervisory Responsibilities:

Summer Paint Crew as needed.

Qualifications:

1. High School diploma or GED.
2. Valid New Mexico Driver's license appropriate for operating vehicles of size required of this position and Insurance.
3. Minimum of three years successful work in the painting trade.
4. Demonstrate knowledge sufficient to be successful in accomplishing the duties of this position.
5. Methods, techniques, materials, tools and equipment of the painting trade.
6. Methods of preparing wood, metal, plaster, and other surfaces for finishing or refinishing.
7. Different types of paints, stains, varnishes and lacquers and their uses.
8. Occupational hazards and special procedures applicable to the work.
9. Skill in the use of the tools, materials and equipment of the trade.

Physical Requirements:

1. Physical ability to do manual work for 8 hours per day.
2. Standing, driving, sitting, bending, stooping, kneeling, lifting, climbing ladders. Lifting floor to mid-thigh maximum (50 pounds) occasionally. Lifting from mid-thigh to shoulder maximum (50 pounds) occasionally. Lifting from shoulder to overhead (40 pounds) occasionally, carrying (50 pounds) maximum occasionally.
3. Work overhead, in tight areas, off of ladders, off of scaffolds, at floor level (on knees).
4. Hand/eye coordination, normal range of sight.
5. Any lifting that would require more than 50 pounds of dead weight should be done by at least two people.
6. Full mobility of fingers/hands.
7. Ability to operate heavy equipment such as front end loader, back hoe, bobcat, fork lift, etc. in a safe manner.

Safety and Health:

1. Proper posture is required to eliminate acute and chronic low back pain.
2. Read, understand, and observe all precautions and proper methods of use on all chemicals, equipment, tools, and materials.
3. Complete all required training.
4. Knowledge of universal hygiene precautions (blood borne pathogens, body fluids, etc.)

Equipment/Material Handled:

Hand tools, equipment, chemicals, and materials particular to this trade skill. Work vehicle, material handling equipment, ladders, work platforms, and high pressure washer.

Work Environment:

The work environment varies greatly in the place of work from solitary work to working in school facilities with large numbers of people. Conditions range from working outside in the extreme heat of the summer, to comfortable building and shop settings, to working outside in very cold temperatures. Overtime will be assigned on an as needed basis to take care of emergency situations. Must be able to work within various degrees of noise, temperature, and air quality. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignment without direct supervision. After hours work may be required. May work under stressful conditions on occasion.

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Terms of Employment:

Salary and work year to be established by the Board.

I have read and understand the responsibilities and duties as described in this job description and can meet all essential functions.

Signature

Printed Name

Date