



## GENERAL LEAD PAINTER

Job Code: 153ABE  
Bargaining Unit: Painters (22)  
Effective Date: 2/20/2015

### Description of Work

#### General Statement of Duties

Supervises and participates in performing work involved in painting, staining, varnishing, finishing, lacquering, enameling and calcimining the exterior and interior of buildings and outdoor fixtures and parking lots, graffiti removal, and the painting of graphics: supervises the plastering department.

#### Supervision Received

Works under the general supervision of the Maintenance Supervisor or Assistant Director, Facilities.

#### Supervision Exercised

Exercises general and technical supervision over Lead Painters and/or journeymen painters and plasterers.

#### Responsibilities

The essential functions include, but are not limited to, the following fundamental duties:

Plans, prioritizes, manages, and coordinates multiple projects ranging from the routine to the complex. Monitors the overall distribution of projects and develops factors for measuring project success.

Insures that all work performed by the assigned staff is performed using the current work order system.

Identifies potential future projects that will improve the appearance of the buildings, prepares and present a proposal of the project to the department management team.

Identifies and implements painting standards to be used in the decoration of the District's Facilities.

Supervises, assigns and performs work involved in painting, varnishing, enameling, and lacquering the finish of wood, metal, glass, fiber, plaster, wall board, brick, cement, canvas or other materials.

Supervises, assigns and performs work involved in the mixing and matching of all kinds of paints, varnishes, stains, shellacs, polishes and removers.

Supervises and performs the design and/or erection of scaffolding.

Estimates the quantity and cost of materials and labor needed to complete a job and for the day to day operation of the Painting/ Plastering departments.

Prepares reports, estimates and specifications and makes recommendations.

Maintains records of materials, supplies, employees and work performed on a job.

Orders the materials required for a job and coordinates delivery to the site.

## **GENERAL LEAD PAINTER**

### **Responsibilities (continued)**

Coordinates the workload of several work crews assigned to multiple work sites.

Coordinates and supervises the workflow of the Plastering department.

Works with the department's Storekeeper to coordinate the procurement of materials and resources required for the effective completion of work assigned.

Contributes to the District's Strong Schools, Strong Communities efforts by partnering with other staff to contribute to student achievement and the alignment and sustainability of resources.

Performs other related duties as assigned.

### **Knowledge, Skills and Abilities**

Considerable knowledge of the standard tools, materials, methods and safe work practices of the painting and plastering trades.

Possess basic computer & mobile device skills, including proficiency in a corrective & preventive work order system, word processing and data manipulation.

Considerable ability to independently plan, prioritize, manage, and coordinate multiple projects ranging from the routine to the complex.

Considerable ability to supervise the preparing of paints and surfaces and the building of scaffolding.

Working ability to design, erect and work from scaffolding and ladders.

Considerable ability to understand and follow drawings, blueprints and instructions.

Considerable ability to supervise, train and provide work direction to assigned employees.

Considerable ability to effectively listen, speak, write, and interact effectively with all customers.

Working ability to manage and coordinate the workload of multiple work teams and to supervise the Lead Painter and Plasterer positions.

Working ability to supervise multiple projects in addition to the day-to-day workload of the Painting and Plastering departments.

Ability to compile, manage, and report performance data and assist the supervisor in conducting consistent, fair, and equitable performance evaluations.

Ability to assist in identifying and responding to the needs of all customers.

Ability to complete required departmental forms, records, and daily reports in a thorough and timely manner.

Ability to frequently perform fine motor skills and to grasp objects.

## GENERAL LEAD PAINTER

### Knowledge, Skills and Abilities (continued)

Ability to frequently withstand repetitive motion of the neck and trunk.

Ability to continuously stand on the floor, scaffolding or ladders to use brushes, rollers, sprayers and other tools.

Ability to continuously lift and carry up to 15 pounds.

Ability to frequently lift and carry up to 30 pounds.

Ability to occasionally lift and carry up to 75 pounds.

Ability to occasionally push and pull materials and supplies that are up to 120 pounds.

Ability to occasionally get in and out of awkward positions to work in limited space.

Ability to frequently reach to shoulder height and above for an extended amount of time.

Ability to kneel, crouch and squat for up to 30 minutes at a given time.

Ability to work at heights for long hours.

Ability to regularly climb and work from ladders.

Ability to operate a lift or a swing stage (electric powered and rope fall).

### Minimum Qualifications

- High school diploma or G.E.D. certificate.
- Possession of a certificate evidencing the completion of training as an apprentice painter and seven years of experience as a journeyman painter.
- Successful completion of the Supervisor Training Program offered through the Painters' Union.
- Successful completion of the Principals of Supervision Course offered by the University of Minnesota College of Continuing Education; or a commitment to complete within one year of appointment.
- Must possess a certificate showing completion of training in PRO 10 through the union or successfully complete the training within 6 months of appointment.
- Must possess and maintain a valid Minnesota Class D driver's license, or equivalent out-of-state license, including no revocations or suspensions for the two year period prior to the date of employment. Please note that a candidate's driving record will be reviewed prior to an offer of employment.