



CAJON VALLEY UNION SCHOOL DISTRICT PERSONNEL COMMISSION

Job Class Description

<u>LEAD PAINTER</u>			
DEPARTMENT/SITE:	Facilities, Maintenance, and Operations	SALARY SCHEDULE:	Classified Bargaining Unit
		SALARY RANGE:	32 per 2023-2024 Schedule
		WORK YEAR:	12 Months (260 Days)
REPORTS TO:	Director Facilities, Maintenance, and Operations or assigned supervisor	FLSA:	Non-Exempt

BASIC FUNCTION:

Perform a variety of skilled and specialized painting and repair work on various interior and exterior surfaces of buildings, furniture, and equipment. Plan, coordinate, schedule, and assign painting jobs. Train and provide work guidance to painters. The incumbents in this classification assist in supporting students by ensuring safe and healthy classrooms and work environments for staff and students which directly supports student learning.

DISTINGUISHING CHARACTERISTICS:

The **Lead Painter** organizes and schedules painting assignments, ensures the timely availability of materials, and provides lead work training and guidance to **Painters**. The incumbent is responsible for providing a safe operating environment for all employees who use hazardous labeled paints and solvents, educating them on the current Environmental Protection Agency (EPA) regulations. The **Painter** is a journey-level tradesperson performing designated painting assignments. Incumbents work under general supervision, perform skilled painting duties, and receive guidance from the **Lead Painter**.

ESSENTIAL FUNCTIONS, DUTIES, AND TASKS:

The following list of functions, duties, and tasks is typical for this classification. Incumbents may not perform all the listed duties and/or may be required to perform other closely related or department-specific functions, duties, and tasks from those set forth below to address business needs and changing business practices.

Oversee and perform duties in the painting and refinishing of school buildings and related office sites.

Plan, organize, and oversee the activity of the paint shop.

Receive and prioritize work orders and schedule painter assignments accordingly.

Prepare surfaces and furniture for refurbish by cleaning, priming, sealing, varnishing, painting, plastering, and stuccoing various types of wood, metal, and masonry.

Inspect all schools and office buildings to determine surface wear and deterioration.

Estimate labor, material, and equipment needed for assigned projects; monitor inventory levels of materials and equipment; research, order, receive, and maintain inventory of materials and equipment as needed.

Order and purchase all supplies and materials needed.

Arrange for delivery and transportation of all items ordered and required to complete a job.

Prepare sketches or drawings with dimensions for striping parking lots and grounds for games and traffic routing signs per state vehicle code.

Confer with district personnel regarding possible problems or changes to existing layouts.

Provide input and assistance, as requested, to the director or designee concerning blueprints, technical data, contract language, or legal requirements pertaining to methods, materials, and application standards for all in-house or contract painting work or new construction.

Train and provide work guidance to assigned staff.

Conduct safety meetings for painters, advising of common safety standards when applying hazardous paints or solvents as outlined by the EPA.

Maintain accurate records and prepare and submit reports accordingly.

Performs and updates school inspections using the Facility Inspection Tool (FIT) process designed by the Office of Public School Construction (OPSC).

Confer with school administrators and supervisor regarding needs.

Maintain and review work order database and update work order status.

Perform classification-related duties as assigned for ensuring the efficient and effective functioning of the work unit and the District, including various mandatory District trainings.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Federal and state health and safety regulations.
- Materials, tools, equipment, and detailed methods used in various painting, tinting, and finishing work.
- Appropriate safety precautions and procedures.
- Training and work supervision.
- Training and leadership methods.
- Preparation of sketches or drawings for layout of geometric figures.
- Estimation of future painting jobs based on inspections.
- Proper methods of storing and record keeping of equipment, materials, and supplies.
- Operation and use of hand and power tools and equipment.
- Mathematical calculations.
- Technical aspects of the painting trade.
- Oral and written communication skills.
- Record-keeping techniques.
- Proper lifting techniques.

ABILITY TO:

- Plan, schedule, and provide work guidance to Painters in completing work in a timely fashion and meeting deadlines.
- Read and interpret blueprints and related notes.
- Implement priority assignments to ensure prompt completion.
- Review work in progress, and inspect for continuity and quality control.

Operate a variety of tools and equipment used in the skilled painting trade effectively and safely.
Maintain detailed records and material costs for present and future assignments.
Secure all tools, materials, and equipment required for each assignment.
Understand and follow oral and written instructions.
Establish and maintain collaborative and effective working relationships with others.
Monitor and maintain multiple records related to work performed by trades.
Perform mathematical calculations with speed and accuracy.
Interpret and work from plans, blueprints, sketches, specifications, and diagrams.
Communicate effectively both orally and in writing.
Meet schedules and timelines.
Work independently with little or no direction.
Observe health and safety regulations and procedures.

EDUCATION AND EXPERIENCE:

Any combination of education, training, and/or experience which demonstrates the ability to perform the required duties. A typical qualifying background would include at least four years of experience as a journey-level painter, some of which included supervisory or leadership responsibilities.

LICENSES AND OTHER REQUIREMENTS:

Must possess a valid California driver's license and the ability to qualify, and maintain qualification, for District vehicle insurance coverage.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment with exposure to various weather conditions.
Regular exposure to fumes, dust, dirt, and oil/grease.
Driving a District vehicle to conduct work.
Trade shops.
Constant interruptions.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate specialized equipment and tools.
Reaching overhead, above the shoulders, and horizontally.
Hearing and speaking to exchange information.
Standing, walking, or sitting for extended periods of time.
Bending at the waist, kneeling, or crouching.
Works from an upright standing position.
Regularly lift, push, pull, and/or carry heavy objects up to 50 pounds; occasionally lift, push, pull, and/or carry very heavy objects, with the use of hand trucks or other equipment, more than 100 pounds.
Seeing to read and perform painting functions and view computer screens.
Climbing ladders and working from heights.
Heavy physical labor.

HAZARDS:

Regular exposure to vapors from paints and solvents.
Working around and with machinery having moving parts.
Possible lead paint and asbestos encounters.
Working from heights.
Traffic hazards.

CLEARANCES:

Criminal Justice Fingerprint/Background

Tuberculosis

Pre-placement Physical and Drug Screen

JOB CLASS HISTORY

Approved: June 26, 1992

Revised: 1993; 10/98

Revised: 05/24 (EH&A / MGT Consulting) / GB 10/08/24; PC 09/26/24