

**PERSONNEL COMMISSION
JOB DESCRIPTION**

**CAJON VALLEY UNION SCHOOL DISTRICT
189 ROANOKE RD., EL CAJON, CA 92020**

LEAD PAINTER

JOB SUMMARY

Under direction of a supervisor, 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 direction to painters.

**DISTINGUISHING
CHARACTERISTICS**

The Lead Painter organizes and schedules painting assignments, assures the timely availability of materials and provide lead work direction, 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 of the current Environmental Protection Agency (EPA) regulations.

TYPICAL DUTIES

Oversee and perform duties in the painting and refinishing of school buildings and related office sites. Plan, organize, and oversee 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. Calculate estimates on labor and materials costs. 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. Prepare reports of cost estimates for supplies and labor on major paint jobs. Train and provide work direction and 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. Perform other related duties as assigned.

JOB REQUIREMENTS

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

Knowledge of:

Federal and state health and safety regulations. Materials, tools, equipment, and detailed methods used in various painting, tinting, and finishing work. Occupational hazards and safety precautions of the trade. Training and work supervision. Preparation of sketches or drawings for lay

out of geometric figures. Estimation of future painting jobs based on inspections. Maintenance of material inventories and records.

Ability to:

Oversee and organize work schedules for paint crews to meet deadlines. Read and interpret blueprints and related notes. Implement priority assignments to ensure prompt completion. Review work in progress, inspect for continuity and quality control. Use hand and power machinery and tools skillfully 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 carry out both oral and written communications. Establish and maintain cooperative relationships with those contacted the courses of work. Maintain material, job, and personnel records.

LICENSE

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

PHYSICAL ABILITY

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee frequently is required to stand and sit. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee routinely works from an upright standing position.

The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The employee must pass a physical and drug screen certifying their ability to perform the required duties.