

JOB DESCRIPTION
Salina Unified School District #305

PAINTER/GLAZIER

Purpose Statement:

The job of Painter/Glazier is done for the purpose/s of maintaining the physical school plant in a condition of operating excellence so the full educational use of it may be made at all times; preparing and painting a variety of surfaces; determining repairs that can be accomplished by building staff or need to be referred to a contractor; ensuring availability of supplies required for the job assignment, ensuring assignments are completed in a safe, proper and timely manner; and supervising assigned workers.

Essential Functions

- Coordinates with administration and other trades for the purpose of completing projects/work orders efficiently.
- Designs signs (e.g. painting signs, stencils school property, etc.) for the purpose of providing directional and cautionary information.
- Glazes windows (e.g. caulking, weather proofing structures, replaces broken windows, etc.) for the purpose of maintaining the district facilities in a safe and comfortable condition.
- Inspects district facilities for the purpose of ensuring safety and cleanliness, and identifying necessary repairs.
- Instructs custodians and maintenance workers for the purpose of ensuring proper use and care of painting equipment and the proper materials for the job.
- Maintains tools and/or painting equipment, sprayers and strippers for the purpose of ensuring the availability of equipment in safe operating condition.
- Paints various surfaces (e.g. buildings, parking lot markings, traffic control markings, all football fields, track fields, floors, steps, etc.) for the purpose of maintaining facilities in a safe, comfortable and operating condition.
- Prepares various surfaces (e.g. cleaning, sanding, masking, nail holes, cracks, joints, etc.) for the purpose of ensuring that they are ready for painting.
- Procures equipment and supplies for the purpose of maintaining inventory and ensuring availability of required items.
- Recommends which jobs should be performed by an outside contractor or by building staff for the purpose of advising the Coordinator of Maintenance & Operations according.
- Supervises all summer paint crews and other personnel as requested for the purpose of maximizing the efficiency of the work force and meeting shift requirements.
- Transports various items (e.g. tools, equipment, annual supplies, etc.) for the purpose of ensuring the availability of materials required at job site.

Other Functions

- Assists in snow removal for the purpose of maintaining a safe environment.
- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Removes graffiti for the purpose of minimizing vandalism and maintaining attractive facilities.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in industrial painting including air spraying equipment, tommy lift, line spraying equipment, brushes, rollers, ladders, scaffolding, etc.; handling hazardous materials; planning and managing projects; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: painting techniques; equipment used in trade including spraying equipment, line spraying equipment; and safety practices and procedures

ABILITY is required to schedule a number of activities, meetings, and/or events; gather, collate, and/or classify data; and consider a variety of factors when using equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with similar types of data; and utilize a wide variety of types of job-related equipment. In working with others, problem solving is required to analyze issues and create action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; setting priorities; and working as part of a team.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; directing other persons within a small work unit; and tracking budget expenditures. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; frequent climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 10% sitting, 40% walking, and 50% standing. The job is performed under some hazardous conditions and in varying atmospheric conditions.

Experience Job related experience within specialized field is required.

Education High School diploma or equivalent.

Required Testing

Pre-employment Physical Exam

Continuing Educ. / Training

None Specified

Certificates & Licenses

Valid Driver's License & Evidence of Insurability

Clearances

Criminal Justice Background Investigation
TB Screening

FLSA Status

Non Exempt

Approval Date

Salary Grade

Classified Range **22**