



NEW: Submitted:
07/01/2019 06/11/2019

JOB TITLE:	LEAD PAINTER/GLAZIER
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB / GRADE 8
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8418
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES

Leads and coordinates the operation of the paint projects shop. Schedules the work of the shop; performs tasks required to paint and/or glaze.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
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Leads, plans, assigns, inspects and participates in the work of the paint projects shop

Coordinates and directs the work of employees assigned to the paint projects shop

Trains assigned employees

Inspects work in progress to see that proper methods are being followed and standards maintained

Assures safety of the workers and safety precautions are observed in and around the work site

Implements work schedules and inspects completed work

Confers with foreman and supervisors of other departments to coordinate flow of materials and products

Performs skilled work in application of paint, varnish, stain, enamel, lacquer and epoxy; smooths surfaces, fills holes, cracks, and joint surfaces; removes old paint and prepares surfaces for painting

Cuts and installs all types of glass and plastic; grounds and bevels edges of glass; cuts and installs aluminum windows and doors and side light framing

Completes all trainings and other compliance requirements as assigned by the designated deadline

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls, and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull heavy weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes, and gases.

MINIMUM QUALIFICATIONS

High School Diploma or G.E.D.

Three (3) years of working experience in painting/glazier work

Valid driver's license

Ability to climb and work from high places on all types of scaffolds and ladders

Effective communication skills

DESIRABLE QUALIFICATIONS

Leadership experience

Experience in a diverse workplace

