



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

JOB TITLE:	LEAD PAINTER/GLAZIER
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB / GRADE 8
WORK YEAR:	260 DAYS
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
--

- 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

