



Longview Independent School District

JOB DESCRIPTION LEAD PAINTER/PAINTER

JOB TITLE:	Lead Painter/Painter	WAGE/HOUR STATUS:	Non-Exempt
REPORTS TO:	Director of Maintenance	TERMS:	260 Days
DEPARTMENT:	Plant Services	PAY GRADE:	Manual Trades 5

PRIMARY PURPOSE:

Under general supervision, apply coats of paint, varnish, stain, enamel, or lacquer to decorate and protect exterior surfaces, trimmings, and fixtures of buildings and structures throughout the district

QUALIFICATIONS:

Education/Certification

Valid Texas driver's license

Experience:

Two years experience in painting field

Special Knowledge and Skills:

- Knowledge of equipment, materials, method, practices, and tools used in painting trade
- Ability to properly apply paints
- Knowledge of and ability to mix paint to match colors
- Ability to follow written and verbal instructions
- Ability to work independently

MAJOR RESPONSIBILITIES AND DUTIES:

Maintenance and Repair

1. Smooth and prepare surfaces for painting, including sanding and removing old paint
2. Fill nail holes, cracks, and joints with putty, plaster, or other filler



Longview Independent School District

JOB DESCRIPTION **LEAD PAINTER/PAINTER**

MAJOR RESPONSIBILITIES AND DUTIES: (continued)

Maintenance and Repair (continued)

3. Tape, float, and texture walls and ceilings
4. Select premixed paints or mix required portions of pigment, oil, and thinning and drying substances to prepare paint to match specified colors
5. Paint surfaces, using brushes, spray gun, or paint rollers, and apply paint with cloth, brush, sponge, or fingers to create special effects
6. Stain, seal, and varnish wood surfaces
7. Erect scaffolding or set up ladder to perform tasks above ground level
8. Pick up and deliver painting supplies to campuses; maintain delivery records
9. Detect needed repairs on buildings, grounds, and equipment by following established inspection procedures
10. Prepare all painted signs required by the district
11. Receive and complete work orders
12. Maintain accurate records on material and labor used
13. Maintain inventory of tools and assist with inventory control of materials and equipment
14. Inspect jobs upon completion and ensure areas are clean
15. Work with building principals and supervisors to complete projects

Safety

16. Operate tools and equipment according to established safety procedures
17. Perform preventive maintenance on tools and equipment
18. Ensure that equipment is in safe operating condition



Longview Independent School District

JOB DESCRIPTION **LEAD PAINTER/PAINTER**

MAJOR RESPONSIBILITIES AND DUTIES: (continued)

Safety (continued)

19. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.
20. Handle and dispose of paint, stain, varnish, and other chemicals according to established procedures
21. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately

Other

22. Comply with district policies, as well as state and federal laws and regulations
23. Adhere to the district's safety policies and procedures
24. Maintain confidentiality in the conduct of district business
25. Must be able to perform the essential functions of walking and interacting with students and/or district employees in the specific work site assigned (classroom or office setting)
26. Demonstrate regular and prompt attendance
27. Other duties as assigned

SUPERVISORY RESPONSIBILITIES:

None

EQUIPMENT USED:

Brush, roller, striping machine, taping and masking equipment, spray equipment, sand and water blaster, air compressor, dry wall tools and equipment, hand tools, ladder, scaffolding; light truck or van



Longview Independent School District

JOB DESCRIPTION LEAD PAINTER/PAINTER

WORKING CONDITIONS:

Mental Demands:

Reading, ability to communicate effectively (verbal and written); maintain emotional control under stress; interpret policy, procedures, and data

Physical Demands/Environmental Factors:

Frequent walking, standing, climbing, heavy lifting and carrying, stooping, bending, kneeling, and reaching; ability to operate hand and power tools and work in tiring and uncomfortable positions; work outside and inside; work on slippery or uneven walking surfaces, ladders, and scaffolding; work around machinery with moving parts; exposure to hot and cold temperatures, excessive noises, fumes, and toxic chemicals; frequent district-wide travel; possible biological exposure to bacteria and communicable diseases; specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus

EVALUATION: Auxiliary Evaluation

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties and skills that may be required. This job description is not an employment agreement or contract. The administration has the exclusive right to alter this job description at any time without notice.

Printed Name: _____

Signature: _____ Date: _____

ESTABLISHED/REVISED: May, 2013