

Job Description

San Ramon Valley Unified School District

Lead Maintenance Painter

Purpose Statement

The job of Lead Maintenance Painter is done for the purpose of providing support and oversight to department operations with specific responsibilities for coordinating and assisting workers; ensuring completion of projects in accordance with trade standards; providing information on department plans and operations; assisting in the training of painters; and support other skilled trades in completing work assignments.

This job reports to Assigned Supervisor

Essential Functions

- Assists in overseeing department operations for the purpose of ensuring functions are performed efficiently in compliance with District and site requirements.
- Analyzes department plans, and work environment for indemnifying the best work locations and determine the most safe efficient approach.
- Collaborates, communicates, and coordinates with supervisor and all painter colleagues for the purpose of completing projects and work orders efficiently.
- Estimates time and equipment needed to complete work projects for the purpose of ensuring timely completion of projects.
- Facilitates and participates in meetings for the purpose of conveying and gathering information required to perform job functions.
- Paints and stains a variety of surfaces for the purpose of maintaining facilities and equipment in an attractive, safe, and usable condition.
- Prepares a variety of surfaces for the purpose of ensuring that they are sufficient for painting and refinishing.
- Removes graffiti or other types of vandalism in a timely manner for the purpose of maintaining attractive facilities and minimizing further vandalism.
- Monitors buildings and facilities for the purpose of evaluating conditions, identifying necessary repairs, and recommending preventive maintenance.
- Confers with immediate supervisor regarding the coordination of day-to-day maintenance activities for the purpose of ensuring the proper maintenance and repair of District buildings and facilities.
- Coordinates with stakeholders for the purpose of completing projects and work orders efficiently.
- Estimates time, materials and equipment needed to complete work projects for the purpose of obtaining materials and assigning tasks to ensure job completion.
- Maintains vehicle, tools, and equipment for the purpose of ensuring availability and functionality in safe operating condition.
- Participates in meetings for the purpose of conveying and gathering information required to perform job functions.
- Procures equipment and supplies for the purpose of maintaining inventory and ensuring availability and functionality of items required to complete projects.
- Researches work-related topics for the purpose of gathering information and making recommendations.

- Responds to inquiries for the purpose of providing information and making recommendations.
- Assists in training Maintenance Workers as needed for the purpose of developing their professional and safety awareness skills.
- Transports a variety of tools, equipment, and supplies for the purpose of ensuring their availability at work sites.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform single, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: operating equipment used in industrial painting including air spraying equipment, 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 basic math, including calculations using fractions, percents and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: methods, techniques, materials, tools used in painting; and safety practices and procedures.

ABILITY is required to schedule activities, meetings, and/or events; gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to work with others in a 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 wide diversity of individuals; work with a variety of data; and utilize a wide variety of types of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific ability based competencies 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; working as part of a team; and reading, writing, and communicating clearly in English.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

Work 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, 45% walking, and 45% standing. The job is performed under some temperature variations and under conditions with exposure to risk of injury and/or illness.

Experience: Five years of experience as a painter with increasing levels of responsibility is required.

Education (Minimum): High school diploma or equivalent. Targeted, job related education within the trade.

Equivalency: Journey-level painter.

Required Testing

None Required

Certificates and Licenses

Valid Driver's License

Continuing Educ. / Training

Maintains Certificates and/or Licenses
District Mandated Training

Clearances

Criminal Background Clearance
Physical Capacities Test Clearance
Tuberculosis Clearance

FLSA Status

Non Exempt

Approval Date

April 19, 2022

Revised Date

Salary Grade

Range 12