

## **SWEETWATER UNION HIGH SCHOOL DISTRICT**

### **CLASS TITLE: PAINT SHOP SUPERVISOR**

#### **BASIC FUNCTION:**

Under the direction of the Director of Maintenance, supervise, coordinate and participate in the preparation of surfaces and painting of District buildings and facilities; oversee and participate in the mixing and application of paints or other surface coatings to buildings, equipment and furniture; train, schedule and supervise assigned personnel.

#### **REPRESENTATIVE DUTIES:**

##### **ESSENTIAL DUTIES:**

Supervise, coordinate and participate in the scraping, sanding, burning, washing, blasting, filling, grinding, cleaning and preparation of surfaces for painting; apply a variety of surface coatings such as paint, stain, varnish, enamel, lacquer or other protective or decorative finishes.

Oversee and participate in the painting of District buildings, facilities and equipment to maintain proper appearance and protection from rust and decay; patch walls and cracks and repair wall coverings; inspect work for completeness.

Train and supervise the performance of assigned personnel; coordinate and schedule painting activities; interview and select employees and recommend transfers, reassignment, termination and disciplinary actions; arrange employee schedules; review and monitor employee time sheets.

Estimate labor, time and material costs; monitor inventory levels of painting supplies, materials and equipment; order, receive and oversee the storage of painting supplies, materials and equipment.

Operate a brush, roller or spray gun to apply a variety of surface coverings to various surfaces including wood, metal, glass, plaster, stucco, wallboard, brick and cement.

Oversee and participate in the painting of stripes and stenciling of parking lots and athletic areas including basketball, handball, volleyball and tennis courts; repair and paint scoreboards and goal posts as needed.

Mix and match paints and finishes to blend, harmonize or contrast colors; apply primers and finish coats.

Clean and maintain brushes, tools and other equipment; operate and maintain pressure washers, sanders, stripers, scaffolding and related tools and brushes.

Coordinate and supervise the installation, repair and maintenance of District carpeting, tile and vinyl flooring; assure appropriate flooring installation and procedures and maintained; inspect and assure asbestos in flooring is removed; contact appropriate vendors for asbestos removal as needed.

Erect, move and work from ladders, scaffolding, boom lifts and platforms; move and arrange furniture as necessary.

Prepare and maintain a variety of records and reports related to assigned activities.

Communicate with District personnel and outside agencies to exchange information, coordinate painting activities and resolve issues or concerns.

Work from verbal and written instructions and work orders; respond to emergency needs as requested.

Design, paint and post various signs as needed.

Drive a vehicle to conduct work.

**OTHER DUTIES:**

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Methods, procedures, equipment and materials used in the painting trade.

Methods of preparing a variety of surfaces for painting and finish work.

Principles and practices of supervision and training.

Operation of a variety of tools and equipment utilized in the painting trade.

Appropriate safety precautions, regulations and procedures.

Proper methods of storing equipment, materials and supplies.

Technical aspects of the field of painting.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

Record-keeping and report preparation techniques.

Proper lifting techniques.

**ABILITY TO:**

Supervise, coordinate and participate in the preparation of surfaces and painting of District buildings and facilities.

Oversee and participate in the mixing and application of paints or other surface coatings to buildings, equipment and furniture.

Coordinate and supervise the installation, repair and maintenance of District carpeting, tile and vinyl flooring.

Train, schedule and supervise assigned personnel.

Accurately estimate labor, time and material costs.

Erect and work from scaffolding, riggings and ladders.

Understand and apply painting trade safety standards and procedures.

Operate a variety of tools and equipment utilized in the painting trade.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Estimate materials and supply needs.

Plan and organize work.

Prioritize and schedule work.

Work independently with little direction.

Maintain records and prepare reports.  
Perform heavy physical labor.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school supplemented by completion of an approved apprenticeship program in painting and five years journey level painting experience.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California Class C driver's license.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor environment.  
Driving a vehicle to conduct work.  
Regular exposure to fumes, dust and odors.

**PHYSICAL DEMANDS:**

Dexterity of hands and fingers to operate painting tools and equipment.  
Standing for extended periods of time.  
Lifting, carrying, pushing and pulling heavy objects as assigned by position.  
Reaching overhead, above the shoulders and horizontally.  
Bending at the waist, kneeling or crouching.  
Seeing to perform painting duties.  
Hearing and speaking to exchange information.  
Climbing ladders and scaffolding.  
Heavy physical labor.

**HAZARDS:**

Regular exposure to vapors from paints and solvents.  
Working at heights.

*The Sweetwater Union High School District does not discriminate with regard to sex, race, religion, color, national origin, ancestry/ethnicity, marital or parental status, age, physical or mental disability, sexual orientation or any other unlawful consideration. SUHSD Board Policy #2224*