Job Title: Painter Supervisor
Position Code: 1N26, AN26
Job Classification: Non-Exempt
Supervisor: Supervisor I, Maintenance
Pay Grade: 31
Contract Length: 245 Days

Job Summary
Position is responsible for planning and supervising the painting of a variety of materials and surfaces. Responsible for supervising the roof and inspection of all building roofs.

Essential Duties
1. Responsible for supervising the work of painting both interior and exterior areas and equipment.
2. Procures the appropriate materials and equipment and lays out the work for journeyman painters, helpers and roofers.
3. Makes rough estimates of personnel and materials required for jobs and assigns them as needed.
4. Inspects surfaces and equipment to be roofed or painted for damage from corrosion, weathering and deterioration.
5. Determines most appropriate method of preparing surfaces and type of paint or other protective coating to be used, and lead in the resulting work.
6. Supervises painting and roofing projects
7. Oversees the rigging of scaffolds with a view toward observing safety precautions.
8. Inspects jobs in process and upon completion for both quantity and quality of work. Works with Facility Project Manager on contracted roofing projects.
9. Obtains materials to be used for assigned projects.
10. Keeps records and makes reports of work of assigned crews.
11. Oversees and supervises the preventative maintenance program for all roofs. Exercises appropriate care and measures to protect manufacturer warranties. Assists the Maintenance Supervisor in maintaining the roof warranty system.
12. Models nondiscriminatory practices in all activities.

Other Duties
1. Performs any other related duties as assigned by the Supervisor I, Maintenance or appropriate administrator.

Job Specifications
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.
Minimum Qualifications (Knowledge, Skills and/or Abilities Required)
Completion of a standard high school or trade school. Extensive experience as a skilled journeyman painter. Comprehensive knowledge of the practices of the painting trade. Thorough knowledge of the methods of preparing materials and surfaces for painting. Ability to rig and work from scaffolds; ability to plan and supervise the work of others; ability to climb ladders. Must be able to operate a motor vehicle and possess a valid Virginia Driver’s License.

Working Conditions and Physical Requirements
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. Demonstrates ability to climb ladders and work in confined spaces above and below ground. Must have the ability to stand for extended periods of time; exhibit manual dexterity to operate equipment; see and read printed material with or without vision aids; hear and understand speech at normal levels; speak in audible tones so that others may understand clearly in person and on the telephone; ability to understand and follow oral and written instructions; physical agility to lift at least 75 pounds; to bend, stoop and reach overhead.

Work Environment
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed inside and outside. The noise level in the work environment is sometimes loud but usually moderate.

Supervision Exercised: Assigned staff

Supervision Received: Supervisor I, Maintenance

This job description in no way states or implies that these are the only duties to be performed by this employee. The Painter Foreman will be required to follow any other instructions and to perform any other related duties as assigned by the Supervisor I, Maintenance or appropriate supervisor. Newport News Public Schools reserves the right to update, revise or change this job description and related duties at any time.

Approvals:

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I acknowledge that I have received and read this job description.

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