

PAINTER SUPERVISOR

KIND OF WORK

Supervisory and skilled painting work.

NATURE AND PURPOSE

Under limited supervision, an employee in this class supervises skilled Painters, laborers and other maintenance employees in the interior and exterior painting and decorating work to improve and maintain the physical condition and appearance of state buildings, structures, vehicles, woodwork, furniture, etc. Performs related work as required.

This class differs from Painter, Lead and Painter because it exercises full supervisory authority over subordinate skilled Painters, laborers and maintenance employees. Supervisory responsibilities performed by an employee in this class include: directing, assigning and controlling workflow; effectively recommending hiring and disciplinary actions; writing and revising position descriptions; and conducting training and performance evaluations, etc.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Plans, organizes and directs the work activities of subordinate staff to attain the assigned goals by approving and authorizing painting and decorating projects; by estimating and budgeting for material and labor costs; by ensuring that painting and safety standards, procedures and techniques are followed by subordinate staff; by coordinating painting projects with other skilled crafts.

Exercises supervisory authority to equitably administer labor agreements to assure that the painting staff will effectively perform assigned job duties by directing the work of other Painters and maintenance employees; by assigning and controlling the flow of work; by writing and revising position descriptions; by training; by recommending hiring and disciplinary actions; and by conducting performance evaluations.

Monitors and reports on the work activities of skilled Painters, lesser-skilled laborers, other maintenance employees, correctional facility inmates and regional center residents to ensure the timely completion of painting projects by determining the most efficient work procedures and techniques; by instructing others on the appropriate use of equipment and painting techniques; by inspecting the quality of work performed by others; and by recording hours worked and materials and equipment used.

Reviews plans and specifications for painting projects to understand the scope of the project and to recommend changes by reading the plans and specifications; by researching the plans and specifications of previously completed painting projects; and by approving the detailed tasks of the project.

Completes cost estimates for time, labor and materials so that the supervisor can prioritize, budget and schedule painting projects by determining the necessary supplies and materials to complete the project; by selecting the best work procedures; by determining equipment and labor requirements; by requisitioning necessary supplies and equipment.

Prepares the surfaces of the building, structure, vehicle, machinery, woodwork, fixtures, etc., to be painted and decorated so that the paint, stain and wall coverings will adhere and cover them by washing, scraping, burning and sanding the surfaces; by placing putty, plaster and filler in the holes and cracks; by following safety standards and procedures to prevent injuries during the painting project.

Applies sealers, primers, stains, varnishes and paints to the prepared surfaces to improve and maintain their physical appearance by requisitioning and selecting the necessary equipment and materials; by mixing and matching paints and varnishes; by operating spray guns and hand brushes, rollers; by performing other incidental painting and decorating tasks such as protecting surfaces and objects that are not to be painted from spills, drips, etc.

Maintains and cares for brushes, rollers, excess paints and stains and other painting tools and equipment to ensure their safe and efficient use on current and future projects by storing all paints and stains according to prescribed safety standards; by cleaning brushes, rollers and other paint application equipment; by replacing or repairing worn or broken parts on spray painting equipment.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Human resource policies, procedures and labor contracts sufficient to interview and select staff affirmatively; assign, schedule, direct, and evaluate work performance and discipline subordinate staff.

Construction plans, painting specifications, standard painting practices and techniques sufficient to interpret, modify, and follow the plans and specifications; sufficient to advise other skilled Painters on more effective techniques and work methods to complete painting and decorating projects.

Standard painting practices, techniques, materials and tools sufficient to requisition and select supplies and materials and apply them to complete painting and decorating projects.

Painting tools and equipment, safety standards and procedures sufficient to prevent injuries.

Shop math sufficient to estimate labor and material costs for planned projects.

Skill in:

Using hand tools, such as brushes, rollers, scrapers and power equipment such as spray guns, sanders, etc., sufficient to prepare, cover and decorate interior and exterior surfaces of state buildings, structures, vehicles, woodwork, furniture, etc.

Ability to:

Supervise and motivate painting-project employees sufficient to direct them toward the timely completion of assigned projects.

Maintain and repair hand tools and power equipment sufficient to insure their availability and safe operation for painting and decorating projects.

Instruct and monitor the painting and decorating work of skilled Painters, lesser-skilled employees, inmates and residents sufficient to train and direct them during the length of the project.

Complete painting project records of time and materials sufficient to report daily, weekly and monthly progress of the painting and decorating project.

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T.C.: 04/84
Former Title(s): Painter Foreman