



Job Code: 2356

Grade: X

HCWR: N

Job Title
Painter Foreman

Department
Building and Grounds

Job Summary

Under the general supervision of the Department of Buildings & Grounds, plans and supervises painting projects, signage, glazing and coordinates the activities of Painters assigned to various tasks. Determines appropriate work procedures and materials needed; assigns work to Painters and gives instructions on procedures and completion time.

Typical Duties

- Accounts for supervision and evaluation of Painters.
- Coordinates, prioritizes, assigns, and inspects work tasks, on a daily basis.
- Attends Foreman and confidential meetings with department heads, project managers, etc.
- Coordinates work projects with other trades and staff to assure the timely completion of a project.
- Forecast project timetables, arrange for the deployment of personnel, and calculate the quantity of materials needed.
- Tracks personnel used, hours, and timeliness of services.
- Troubleshoots payroll problems for staff. Monitor daily schedule and approve vacation according to guidelines of vacation policy.
- Inventories supplies and working tools to assure a par level is maintained, recommending the procurement of equipment, supplies, and services prior .to exhaustion.
- Assures equipment is maintained and in working order. Prepare reports on equipment condition and repairs of equipment.
- Maintains daily record of work completed including work orders, emergency work orders, and preventative maintenance.
- Trains or coordinates training of staff on new equipment and or procedures.
- May function in the capacity of a Painter as circumstances require.
- Must make use of County supplies and utilities in the most efficient and cost-effective way.
- The duties listed are not set forth for purposes of limiting the assignment of work. They are not to be construed as a complete list of the many duties normally to be-performed under a job title or those to be performed temporarily outside an employee's normal line of work.

Minimum Qualifications

- High School Diploma or GED equivalent
- Successful completion from an approved arid recognized apprenticeship program or equivalent pursuant to attaining Journeyman status as a Painter
- Minimum of Five (5) years, professional. work experience functioning in the capacity of a Journeyman Painter
- Ability to perform the essential job duties listed in the job summary
- Stamina to withstand long periods of walking, standing, pushing, pulling, reaching, stooping, twisting, turning climbing, crawling lifting and moving moderate to heavy weight objects



Minimum Qualifications

- Ability to work on high ladders and scaffolding

Preferred Qualifications

- NA

Knowledge, Skills, Abilities and Other Characteristics

- Ability to perform the essential job duties listed in the job summary.
- Stamina to withstand long periods of walking, standing, pushing, pulling, reaching, stooping, twisting, turning climbing, crawling lifting, and moving moderate to heavy weight objects.
- Ability to work on high ladders and scaffolding.

Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.