



Job Description

Job Title: Painter I

JTC: P18

Salary Range: N02

FLSA: Non-Exempt

Since 1965, we have served more than 3 million students. Dallas County Community College District (DCCCD) is one of the largest community college systems in the state of Texas, which includes seven independently accredited colleges located around the Dallas/Fort Worth area.

POSITION SUMMARY

An entry-level position involving painting, finishing and maintaining of a wide variety of interior and exterior surfaces and structures and performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of commercial practices and processes of the painting trade; paints, varnishes, lacquers, enamels, epoxies, paint removers, and related materials and knowledge of their properties and application

Knowledge of applicable code requirements; methods and practices followed in the maintenance of tools machinery, and equipment, occupational hazards of the painting trade and precautionary measures to be observed.

Ability to operate and use required tools and equipment skillfully and safely; mix and match paints and varnishes; apply finishes to a wide variety of surfaces; estimate time and materials required on widely varied assignments.

Must have strong organizational skills, ability to multi-task, detail-oriented approach to work, strong decision-making skills, good follow-up, ability to complete tasks. Able to keep computerized records and prepare reports; perform heavy physical labor; coordinate workflow for multiple projects; read, comprehend, and work from plans and blueprints.

Strong knowledge and experience providing effective customer service.

PHYSICAL REQUIREMENTS

Normal physical job functions performed within a standard office environment. Reasonable accommodations may be made to individuals with physical challenges to perform the essential duties and responsibilities. Occasionally may be required to lift and carry materials weighing up to 50 pounds.

MINIMUM KNOWLEDGE AND EXPERIENCE

High School Diploma plus one (1) years of experience. *** Will be subject to a criminal background check. Some positions may be subject to a fingerprint check. ***

ESSENTIAL DUTIES AND RESPONSIBILITIES

Prepares, primes, sands, seals, patches and paints furniture, surfaces, buildings and fixtures utilizing all types of painting materials such as varnish, lacquer, shellac, enamel, latex, and epoxy, waterproofing and heat resistant finishes.

Identifies needed supplies to supervisor for preparation of requisitions; maintains inventory of paints, supplies and equipment; may be responsible for proper labeling of all supplies. Ensures proper disposal of hazardous materials. Complies with Occupational Health and Safety regulations and policies.

Work with coworkers to design a timeline regarding when it is best to paint an area or structure to avoid problems while building. Collaborates with several other painters on large jobs, using all ideas to create the best possible solution for the job.

Plans and prioritizes all projects which include the scheduled regular maintenance of building and structures and incoming work orders. Maintains all MSDS (Material Safety Data Sheet) information for all painting materials current and on file. Ensures safe work practices and maintains mandated federal regulations.

Completes required DCCCD Professional Development training hours per academic year. Utilizes excellent communication skills and the ability to interact with diverse internal/external stakeholders and constituents within the DCCCD community network. Provide excellent customer service.

Performs related duties as assigned.

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job and shall not be construed as a declaration of the total of the specific duties and responsibilities of any particular position. Incumbents may be directed to perform job-related tasks other than those specifically presented in this description. Position requires regular and predictable attendance.