



Title:	General Maintenance/Painter
Reports to:	Maintenance Director
Terms of Employment:	12 Months
Salary:	NC State Salary Schedule

The employee's primary function is to independently follow established procedures and schedules for painting and repairing the structural components and/or equipment at the schools and other facilities owned and operated by the Scotland County Board of Education.

Knowledge. Skills. Abilities. etc.: The employee must be skilled in all facets of general maintenance and painting with a journeyman level of expertise/competence and at least three years prior successful experience as a commercial or institutional maintenance technician / painter. He/she must demonstrate an appreciation for good workmanship, craftsmanship and safety in order to properly use and care for materials, tools, and equipment. A basic education and high school diploma (or the equivalent) is necessary. He/she will be required to:

- Read and comprehend work orders, instruction manuals, schematic drawings, building codes, etc.
- Document all information relating to work orders and required reports.
- Use basic mathematical calculations to estimate and purchase materials, and to measure and layout work.

He/she will independently analyze situations arising during the work day and will be expected to use good judgment to prioritize and complete work assignments safely and expeditiously. He/she will be expected to use good oral communication skills and interact professionally with administrators, other school employees, students, and the general public. He/she must also be punctual and adhere to established working hours, attend work regularly without undue absenteeism, be productive and effectively manage time, and demonstrate a cheerful and cooperative attitude.

Physical Requirements: The employee must lift, maneuver and carry medium to heavy objects (i.e., 50- 75 lbs); climb ladders and scaffolds (2 story structures); operate hand tools, power tools, mechanical equipment, vehicles, etc. Good manual dexterity, good hand/eye coordination and good visual acuity are required.

Driving Requirements: The employee will be assigned a vehicle (when needed) for all necessary work related travel. A good/safe driving record and valid North Carolina driver's license are required.

WORKING CONDITIONS

The employee will be subject to both inside and outside environmental conditions typical to Scotland County along with occasional exposure to fumes, odors, dusts, mists, oils, chemicals, equipment noise, etc. He/she will be required to function occasionally in close quarters (i.e., small enclosed rooms, narrow aisles, mechanical lofts, crawl spaces, man holes, etc.) and in proximity to hazardous moving mechanical parts, electrical currents, ladders, scaffolds, power tools, mechanical equipment, tractors, forklifts, etc.

This employee may be required to work a flexible schedule. During the regular school year, he/she may be required to work during the un-occupied school

hours (i.e. typically 2:00p.m. to 10:30 p.m. Monday thru Friday). During the year-round school intercession and summer breaks, the employee will usually work the same schedule as all other maintenance employees.

SPECIFIC DUTIES: The employee will.....

Perform normal and routine interior and exterior painting for the schools and departmental sites using the proper and appropriate tools, equipment, and techniques.

Prepare surfaces to be painted by use of sandpaper, scrapers, sanding machines, dusters, de-glossers,

paint removers, etc. and select preparation/painting tools and materials carefully to assure the proper color, good adhesion, and the appropriate sheen/texture.

Keep abreast of current painting methods/techniques and materials.

Consult with vendors to obtain assistance in coordinating and selecting color schemes and for diagnosing problems.

Maintain tools and equipment in good, ready-to-use condition.

Perform minor structural repairs (i.e., replace broken windows, caulk and seal exterior door and window components, patch damaged drywall, etc.) and assist in the occasional construction/installation of room partitions, storage enclosures, and other renovation/improvement projects and related equipment. Maintain an adequate stock of routine structural repair and painting materials, tools, and equipment. Assist other mechanics and perform other routine duties as assigned by the maintenance director or superintendent.