

**MICHIGAN CIVIL SERVICE COMMISSION**  
**JOB SPECIFICATION**  
**PAINTER**

**JOB DESCRIPTION**

Employees in this job participate in and oversee painting and redecorating projects on state owned or leased properties.

**Position Code Title - Painter-E**

Painter 7

This is the entry level. The employee performs a range of Painter assignments while learning the methods of the work.

Painter 8

This is the intermediate level. The employee performs an expanding range of Painter assignments in a developing capacity.

Painter E9

This is the experienced level. The employee performs a full range of Painter assignments and uses independent judgement to make decisions in specific work situations.

**Position Code Title - Painter-A**

Painter 10

This is the advanced level. The employee functions as a crew leader overseeing the work of lower-level Painters, prisoners, and/or others, and performing experienced-level Painter assignments.

**NOTE:** Employees can progress to the experienced level based on satisfactory performance and possessing required experience.

**JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Applies primer, paint, stain, or varnish to prepared surfaces using tools and equipment of the trade.

Prepares surfaces for painting by removing objects from walls, washing walls, patching holes, repairing cracks, replastering, and sanding surfaces.

Cleans and maintains tools and equipment.

Selects and mixes to match colors of paints, stains, or varnishes.

Moves furniture, office equipment, and other objects and applies protective covers.

Reviews blueprints and estimates time, labor, and materials needed to complete projects.

Assists in training others in work techniques.

Refinishes furniture.

Maintains records and reports related to the work.

Removes and replaces molding and fixtures.

Hangs wallpaper, vinyl sheets, and other wall coverings.

Paints stripes on parking lots and roads.

Installs, glazes, and replaces glass or windows.

Obtains supplies, equipment, and materials.

Performs related work and other tasks as assigned.

### **Additional Job Duties**

#### **Painter 10 (Crew Leader)**

Assigns work to crew members.

Reviews job performance by observing and critiquing work techniques and completed assignments.

Instructs and trains in proper work methods and processes.

Estimates time, equipment, and resources needed to complete the work.

Prepares and maintains records related to the work.

### **JOB QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

**NOTE:** Some knowledge is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of methods, techniques, materials, tools, and equipment used in the work.

Knowledge of the different types and uses of paints, stains, varnishes, and lacquers.

Knowledge of occupational hazards and safety precautions applicable to the work.

Skill in the use of tools, materials, and equipment of the trade.

Skill in preparing wood, metal, plaster, and other surfaces for painting and finishing.

Ability to estimate time, labor, and materials necessary to complete work orders.

Ability to maintain records related to the work.

Ability to follow blueprints, specifications, and instructions.

#### **Additional Knowledge, Skills, and Abilities**

#### **Painter 10 (Crew Leader)**

Ability to train and oversee the work of others.

Ability to prioritize, organize, and coordinate the work of the unit.

### **Working Conditions**

The job requires an employee to work from ladders, scaffolds, and platforms.

Some jobs require an employee to work in an environment that involves exposure to unpleasant and noxious fumes and odors.

Some jobs require an employee to work outdoors.

### **Physical Requirements**

The job duties require an employee to bend, reach, stoop, stand and/or walk for extended periods.

The job duties may require an employee to work in confined spaces.

The job duties require an employee to climb ladders.

The job duties may require an employee to lift and/or move heavy objects.

The job duties require an employee to discern colors.

### **Education**

Education typically acquired through completion of high school.

### **Experience**

#### **Painter 7**

No specific type or amount required.

#### **Painter 8**

Two years of experience assisting skilled trades people in the painting trade.

#### **Painter E9**

Four years of experience in the painting trade, including two years equivalent to a Painter 8.

#### **Painter 10**

Five years of experience in the painting trade, including one year equivalent to a Painter E9.

### **Special Requirements, Licenses, and Certifications**

See individual position descriptions.

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

### **JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

#### **Job Code**

PAINTER

#### **Job Code Description**

PAINTER

#### **Position Title**

Painter-A

Painter-E

#### **Position Code**

PAINTERA

PAINTERE

#### **Pay Schedule**

A31-012

A31-029

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