

**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 such as office buildings, prisons, and hospitals.

There are three classifications in this job.

Position Code Title – Painter-E

Painter 8

This is the intermediate level. The employee works under the direction of a higher-level Painter while learning and developing the skills required becoming a journey-level Painter.

Painter E9

This is the experienced level. The employee performs a full range of assignments using independent judgement to make decisions requiring the application of procedures and practices to 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, prisoner paint crews, or others, and performs experienced-level painting assignments.

NOTE: Employees generally progress through this series to the experienced level based on satisfactory performance and possession of the 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, working from ladders and scaffolds, using brushes, rollers, spray guns, and other 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; involves use of steam cleaning equipment, razor scraper, putty knife, plaster, metal patch, power sanders, buffers, etc.

PAINTER
PAGE No. 2

Cleans and maintains equipment and ensures the proper use, repair, and storage of materials, tools, and equipment.

Selects and may mix to match colors of paints, stains, or varnishes, etc.

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

Based on work orders, reads blueprints and estimates time, labor, and materials needed to complete jobs.

May assist in training employees, prisoners, or residents learning painting skills.

Refinishes furniture.

Maintains records related to material and equipment inventory and completed assignments.

Removes and replaces molding and fixtures.

Hangs wallpaper, vinyl sheets, panels, and other wall coverings.

Paints stripes on parking lots and roads; measuring, cleaning, and marking area to be painted; and using industrial painting equipment.

Glazes and reglazes windows, replaces glass, and installs plastic to frost clear windows.

Requisitions supplies, equipment, and materials.

Operates abrasive or water blasting equipment.

Paints letters, numbers, and signs using stencils.

Performs related work as assigned.

Additional Job Duties

Painter 10

Assigns work to lower-level Painters, Trades Helpers, or prisoners and reviews job performance by observing work techniques and inspecting completed assignments.

Instructs and trains employees, prisoners, or residents in proper methods and techniques of the painting trade.

Develops plans and estimates for projects and determines time, equipment, and human and material resources needed to complete the work.

Prepares written reports on ongoing projects and on the condition of machinery.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: 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 of the painting trade.

Knowledge of the methods of preparing wood, metal, plaster, and other surfaces for finishing and refinishing.

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

Knowledge of occupational hazards and special procedures applicable to the work.

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

Ability to work from heights (on ladders, scaffolds, and platforms), stand for long periods, and move heavy equipment, materials, structures and furniture.

Ability to multiply and divide decimals and fractions, etc. in order to estimate time, labor, and materials necessary to complete work orders.

Ability to maintain records related to the work.

Ability to read and interpret blueprints and instructions.

Additional Knowledge, Skills, and Abilities

Painter 10

Ability to train others in painting methods.

Ability to determine work priorities and to plan, assign, coordinate, and evaluate the work of others.

Working Conditions

Work may be performed from ladders, scaffolds, and platforms and requires standing for long periods.

Some jobs may require an employee to work outdoors as well as in an office.

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

Physical Requirements

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

The job duties require an employee to be in confined spaces.

The job duties require an employee to climb ladders.

The job duties require an employee to move heavy objects.

Education

Educational level typically acquired through completion of high school.

Experience

Painter 8

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

Painter E 9

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

Some positions within this class series are assigned job duties that may require possession of the Commercial Driver's License (CDL) issued by the Secretary of State as required by Public Act 346 of 1988 to operate a designated state vehicle.

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-E
Painter-A

Position Code
PAINTERE
PAINTERA

Pay Schedule
A31-009
A31-012