

JOB DESCRIPTION

Job Information

Job Title	Painter
Position Number	298980
Department	Facilities Management and Planning
Report's To	Manager, Architectural Services
Month & Year	April 2022

Job Summary

Under the supervision of the Manager, Architectural Services, the primary job responsibilities include painting walls, equipment and other structural surfaces. The job is also responsible to ensure that the visual appearance of the University Campus is maintained.

Key Accountabilities

- Fills cracks, holes or joints with caulk, putty, plaster, or other fillers, prior to painting surfaces
- Covers surfaces with drop cloths, masking tape and paper to protect surfaces during painting
- Smooth surfaces, using sandpaper, scrapers, brushes, steel wool, or sanding machines during painting
- Gathers painting work orders and receives instructions from the Manager to complete the work requirements in a timely manner.
- Applies primers or sealers to prepare new surfaces, such as bare wood or metal, for final coats during painting
- Ability to mix paints using computer programs and mixing machines. Some work will be required to match existing stains and varnishes
- Remove graffiti from all surfaces or cover when not able to be removed
- Completes the work orders as per the work requirements
- Follows all safety guidelines related to painting
- Performs other duties as assigned

Compensable Factors

Core Knowledge

- Knowledge of painting and maintenance upkeep
- Knowledge of the fire protection for the work being performed
- An understanding of job safety on the work site in the use of ladders and scaffolding
- Has the ability to work with limited supervision while performing painting related duties in all areas of the campus
- Is familiar with the safe operation and maintenance of all related tools and shop equipment
- Ability to effectively work individually, and or as part of a team of diverse groups
- Ability to establish and maintain effective working relationships with coworkers
- Ability to follow through and carry out assignments
- A creative approach to problem solving
- Knowledge of hazards involved with work and safety measures to be taken
- Ability to communicate effectively, both orally and in writing
- Knowledge of FMP policies and procedures
- Ability to read and write English

- Has the ability and also trained using a Genie or similar aerial devices
- Able to use elevated work platforms with appropriate training

Education

- The job requires the completion of the Painter and Decorator Trade regulated by the Ontario College of Trades and Apprenticeship Act, 2009 or equivalent

Experience

- The job requires a minimum of 5 years of experience including an apprenticeship-training program that consists of on-the-job and in-school training. The program duration set in regulations for the trade of Painter and Decorator — Commercial and Residential is 6,000 hours (approximately three years) consisting of 5,280 hours of on-the-job work experience and 720 hours of in-school training

Communication and Interpersonal Skills

- Communication skills focus on customer service skills to answer and respond to inquiries from customers
- Collects, provides, exchanges, and explains information or data with internal clients within the University campus
- Resolves customer complaints in a timely manner
- Trains or teaches others in specific skills or tasks
- Completes electronic forms or data entry in the FMP Computerized Enterprise System to provide efficient services to the customers
- Completes paper forms, edits the work of others and writes reports

Complexity of Decisions

- Independently troubleshoots simple to complex technical issues
- Problem Solving focuses on prioritizing and organizing competing demands related to calendar management, and dealing with requests from customers that range from straightforward to unique
- The position is required to determine the nature of request and to provide solutions to the customer
- The job has a requirement to follow up to ensure that work orders have been completed and on time

Impact of Decisions

- The Impact of this position includes a negative feedback from clients
- The impact of decision has an impact in the effectiveness of the delivery of programs and services delivered by FMP and may also have multiple effects on other departments/divisions
- Completion of task or work order in a timely manner
- Impact to the compliance to health and safety guidelines
- Delay in timelines associated with documentation creation, dispatch and closing of the service orders
- Data entry errors in the computerized database system
- Any error in the service delivery will result in financial loss to the University

Responsibility for the work of others

- There are no on-going responsibilities for the work of others. The job occasionally requires training or teaching colleagues or students or Apprentices (if applicable) on any specific task or skill

Physical Effort

- Fine motor skills/manual dexterity
- Light to moderate lifting/pushing/carrying
- Walking
- Standing
- Regularly climbing ladders
- Hand eye coordination
- Working in awkward or constrained physical positions or confined/restricted spaces for 51% to 80% of the work day

Sensory Effort

- Sensory demands include exposure to the smell associated with sewer and water
- Exposure to the sounds associated with power tools and construction sites
- Exposure to dust and other debris with the use of power tools and construction sites all of which can cause sensory strain
- The job will require working long hours in cases of emergency maintenance and repairs
- Some of the sensory efforts are:
 - Attention demand
 - Handling complaints

Working Conditions

- Works in an environment exposed to unpleasant or disagreeable conditions e.g., extreme conditions of dust, dirt, noxious odours, noise, fumes, heat, cold, temperature extremes
- Exposure to dissatisfied customers and/or regular exposure to health or accident hazards.
- Handles sharp objects

Manager's Signature: _____ **Date:** _____

The employee has had an opportunity to review the Job description.

Employee's Signature: _____ **Date of review:** _____