UNIVERSITY OF SOUTHERN CALIFORNIA
General Painter
Job Code: 179399

Grade: 00
OT Eligible: Yes
Comp Approval: 6/13/2012

JOB SUMMARY:
Performs standard painting procedures. Determines need to repair and/or replace equipment. Estimates materials required for specific job components.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

_______ _______ Performs standard paint, furniture refinishing and decorating tasks. Works from blueprints, specifications and plans.
_______ _______ Performs plaster repair and other related types of repair.
_______ _______ Finishes drywall (taping).
_______ _______ Estimates materials required for specific job components.
_______ _______ Matches colors.
_______ _______ Maintains clean job site throughout duration and cleans up job site following work completion. Maintains safe working conditions for self and others. Stores and maintains supplies, tools and equipment.
_______ _______ Prepares reports and/or maintenance records, as needed.
_______ _______ Responds to on-call emergencies.
Perform other related duties as assigned or requested. The university reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: ☐ No
☐ Yes In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:
Minimum Education:
High school or equivalent
Minimum Experience:

2 years

Minimum Field of Expertise:

Experience performing standard trade-related procedures. General knowledge of trade-related methods, materials, tools, and equipment. Experience in matching colors. Familiar with city and state building codes, OSHA rules and regulations, standard safety practices and equipment, and other requirements for workplace safety. Familiar with painting and gas codes.

Preferred Education:

Related undergraduate study

Skills: Administrative:

Compute totals
Gather data
Input data
Prioritize different projects
Read handwritten text
Understand and apply policies and procedures
Use computerized spreadsheets
Use database and/or word processing software
Verify calculations

Skills: Other:

Communication -- written and oral skills
Knowledge of applicable laws/policies/principles/etc.
Planning
Scheduling

Skills: Machine/Equipment:

Calculator
Computer network (department or school)
Computer network (university)
Computer peripheral equipment
Fax
Personal computer
Photocopier

Skills: Trade/Auxiliary:

Calculate measurements
Identify technical and equipment problems related to trade
Prepare reports and/or maintenance records
Read, interpret, and comprehend design drawings, blueprints, plans, specifications, and/or sketches
Use and/or operate various stationary machinery, hand held power tools, and/or non power tools

Supervises: Level:

May oversee student and/or temporary workers.

Comments:
Valid California Driver's License required. Must own designated hand tools. Must be willing and able to work on high scaffolding.

SIGNATURES:

Employee: _______________________________ Date: _______________________________

Supervisor: _______________________________ Date: _______________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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