

## POSITION ANNOUNCEMENT

<b>JOB TITLE:</b>	<b>PAINTER II</b>
<b>TYPE OF VACANCY:</b>	<b>STAFF</b>
<b>REPORTS TO:</b>	<b>SUPERVISOR PAINTING UNIT OR ASSISTANT DIRECTOR, MAINTENANCE</b>
<b>DEPARTMENT:</b>	<b>PHYSICAL PLANT DEPARTMENT</b>
<p><b>SUMMARY:</b> The Painter II performs skilled work in preparing surfaces and in painting/ varnishing/staining and finishing varied surfaces including buildings, equipment and other structures.</p>	
<p><b>DUTIES AND RESPONSIBILITIES:</b> The position of Painter II, is required to perform a variety of tasks including but not limited to the following:</p> <ul style="list-style-type: none"> <li>➤ Keep records of assignments and produce work reports, as required;</li> <li>➤ Keep records of material received and used;</li> <li>➤ Attend meetings and seminars recommended by supervisor/management;</li> <li>➤ Undertake continued training, as required, to meet the changing needs of service, client and industry;</li> <li>➤ Inform customers of potential problem(s) or that the malfunction has been resolved;</li> <li>➤ Communicate verbally with staff members, administrator and other contact persons;</li> <li>➤ Keep supervisor informed of potential problems or unusual events;</li> <li>➤ Respond to inquiries and concerns in a timely manner;</li> <li>➤ Report any damage and/or malfunctioning of equipment to Help Desk;</li> <li>➤ Paint, stain and varnish using brush, rollers or paint gun;</li> <li>➤ Clean brushes, tools and other equipment used;</li> <li>➤ Clean, sand, sandblast, scrape, brush and burn surfaces in preparation of painting;</li> <li>➤ Repair surfaces to be painted, including plastering and sheetrock finishing;</li> <li>➤ Erect scaffolding, moveable and immovable staging and various rigging to gain access to difficult areas, moving furniture and equipment, as necessary;</li> <li>➤ Mix, match, harmonize and contrast paint and waterproof surfaces;</li> <li>➤ Determine appropriate method of preparing surfaces and type of paint or other protective coating to be used and lead in the resulting work;</li> <li>➤ Follow maintenance and cleaning schedule;</li> <li>➤ Paint/sand/varnish/stain/lacquer chairs, bookcases, tables, benches, desk and other furniture;</li> <li>➤ Paint/sand/varnish/stain/lacquer gates, railings, columns and other structures;</li> <li>➤ Paint walls, doors doorways, window sills, ceilings, roofs, base boards and crown moldings;</li> <li>➤ Paint signs as well as lines on basketball and tennis courts, driveway and parking lot;</li> <li>➤ Apply under and finish coat and epoxy coatings, as needed;</li> <li>➤ Remove graffiti, as required and glaze, caulk and pressure clean surfaces, as required;</li> <li>➤ Assist in maintaining a preventative maintenance schedule;</li> <li>➤ Assist in training personnel as needed;</li> </ul>	

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- Punch time clock upon arrival and departure;
- Spread drop cloths over floors and room furnishings and cover surfaces, such as baseboards, door frames and windows with masking tape and paper to protect surfaces during painting.

### QUALIFICATIONS AND EXPERIENCE:

- BTVI (Bahamas Technical and Vocational Institute) Certificate or equivalent certificate in related field; OR
- Three (3) Passes at BGCSE (Bahamas General Certificate in Secondary Education) including English and Mathematics at Grade “C” or above and demonstrated aptitude for the craft.

### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Proven experience as a painter;
- Excellent knowledge of painting material and how to select, mix and apply them;
- Solid knowledge of commercial and/or construction painting techniques;
- Aptitude in using appropriate tools (brushes, caulking guns etc.);
- Good basic math skills;
- Manual dexterity with excellent balance to work on scaffolding, ladders etc.;
- Conscientious with great attention to detail;
- Ability to follow instructions given by supervisor/management or designate;
- Must be able to prepare written reports when needed;
- Ability to follow attendance, punctuality and department dress code.

### PHYSICAL/ENVIRONMENTAL/WORK REQUIREMENTS

#### Must be able to:

- Stand or walk for long periods of time during the regular work day; use arms and hands to reach for, handle and manipulate objects;
- Lift and carry materials weighing up to 50lbs, climb up and down ladders, work at heights and other climbing devices while carrying tools and other equipment;
- Work while in stooped, kneeling, crouched and crawling positions;
- Perform assigned tasks under all types of environmental conditions;
- Always wear identification badge on campuses;
- Comply with department’s safety standards.

**SUBMISSION OF MATERIALS:** Interested applicants submit the following documents *electronically* as indicated below:

- A cover letter for interest highlighting work experience and accomplishments relevant to the position;
- Current Curriculum Vitae or Resume;
- Copies of Relevant Qualifications and Certificates;
- At least three (3) written professional references.



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<b>ADDRESS:</b>	
<b>Email:</b>	<a href="mailto:hrapply@ub.edu.bs">hrapply@ub.edu.bs</a>
<b>Attn:</b>	Vice President, Human Resources
<b>Subject:</b>	Painter II
<b>SALARY SCALE:</b>	\$21,740 x \$500 - \$32,740
<b>SALARY GRADE:</b>	TS-3
<b>DATE PUBLISHED:</b>	October 21, 2019
<b>APPLICATION END DATE:</b>	November 1, 2019
<b>DATE TO BE REMOVED:</b>	November 2, 2019
<i>The above statements are intended to describe the general nature and level of work to be performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the Painter II.</i>	