



Eastern Band of Cherokee Indians

Job Description

Position ID Number:	QHA-2500-002	Last Revised:	07/08/2015
Position Title:	Painter	Department:	Qualla Housing Authority
Reports to:	Painter Crew Leader/Rehab Maintenance Supervisor	Division:	Housing

Primary Function: Performs varied skilled phases of Painting work on Single Family Residential Units and Apartment Buildings that involve New Construction, Maintenance of and Rehab of existing units and subject to other projects as instructed.

Job Duties and Responsibilities:

- Performs his/her daily duties under the instructions and leadership of a designated crew leader.
- Performs work on a daily/job basis, which includes constructing, modifying or demolition and replacement involving minor drywall repair, sanding and priming, installing preliminary coat, caulking, installing finish coats, of exterior and interior finish products, subject to fire/mold/mildew/water damaged portions of coverage involving kilt and cleaning.
- Performs all work in accordance with all policies, safety regulations and building codes.
- Performs work in an accurate and timely manner as scheduled.
- Assists with building layout, and material, labor estimates as requested.
- Assists or provides report information as requested.
- Maintains a neat and orderly work area on a daily basis.
- Assists in stripping and cleaning of units as needed.
- Participates in all training and safety programs as required.
- Assists coworkers or department as instructed or assigned.
- Willing to perform other duties as assigned within his/her scope of work during lapse of regular schedule.
- Willing to work over and beyond the regular tour of duty.

Education /Experience:

A high school diploma or GED is required and a combination of education, technical training or experience equal to a minimum of three (3) years in the designated field.

Job Knowledge:

Requires basic Painting skills and general knowledge of new application or repair procedures. Must be skilled in the use of power, basic hand tools, measuring and equipment common to the trade (nail punch, sprayers, mixers, drills etc.). Must become familiar with the company policies and procedures. Must be familiar with safety methods and procedures, manuals and instructions. Must be familiar with the safe operations of the related tools, materials, and equipment. Ability to estimate materials and labor for jobs. Be familiar with the proper paint material, brushes etc. required for differing applications. Ability to work independently or as a group. Requires a valid NC driver's license and meet QHA requirements to operate a company vehicle.

Contact with Others:

Frequently works in close contact with coworkers or in the vicinity of others where safety procedures must be followed, to prevent injury to others. Possess a positive and polite working relationship with coworkers, clients, community and public.

**Mental /Visual
/Physical Effort:**

Most work involves recurring tasks; each situation must be assessed and requires concentration. Physical effort requires some lifting. Job duties require visual acuity. Must be able to sit, stand, walk, climb, reach with hands, arms, hear and speak. A considerable amount of reaching and bending is required. Good eye/hand/foot coordination is involved. A mandatory drug test is required and successfully completed.

Environment:

Most work is performed inside and outside with exposure to all kinds of extreme weather conditions and terrain. Subject to noise, dust and odors etc. Must be able to work a 40 hour week. All work is to be performed to meet the QHA Safety Plans and Procedures to prevent injury to self and others. A variety of Personal Protective Equipment is issued and must be worn to minimize personnel injury to self and others.

**Resourcefulness &
Initiative:**

Follows well defined procedures and guidelines in job duties. Initiative and judgment are required to maintain accuracy and efficient work. Problem solving and creative thinking are required for remodeling or repair projects.

**Responsibility for
Safety /Equipment:**

Failure to operate a vehicle safely and properly could result in property damage or personal injury. Responsible for operation and care of tools and equipment. Need to know techniques for preserving and cleaning of paint brushes and equipment. Responsible for the proper installation and methods of material on each job.