

**DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS – COALINGA**

CLASSIFICATION: PAINTER I	
Approval Date: 7/24/9	Approved by Chief of Plant Operations III Signature: 

1. **MAJOR TASKS, DUTIES, AND RESPONSIBILITIES:** Scrape, sand and fill surfaces in preparation for painting and finishing; apply undercoats and finish coats with brush or by spray machines; paper hang; and match paints and finishes; clean and maintain brushes and other equipment; paint simple designs; estimate the cost of painting jobs; advise in the selection, ordering, and storing of painting materials; consult with other tradespeople; keep simple records and make reports; instruct and lead unskilled assistants, may instruct, lead or supervise patient/client workers/and so other work as required.

80% Prepares wood, masonry, and metal surfaces for painting. Applies primer coats, undercoats, and finish coats. Uses brush, roller, and spray, both conventional and airless. Cleans and maintains brushes, tools, and equipment.

10% Receives work orders from Painter Supervisor or Painter II. Works to see that work orders are completed in a timely manner. Maintains inventory and requisitions material necessary to meet the needs of day-to-day operation of the Paint shop. Accounts for usage of materials and labor on work order forms. Works with Painter Supervisor or Painter II on purchasing various needed items and ensuring material arrives in a timely manner.

5% **Knows location of and understands information contained on Material Safety Data Sheets, and the nature of all hazardous materials with which he works. Follows good safety practices and makes corrections or suggestions on safety issues. Knows and understands the proper use of respirators.**

5% Maintains and follows proper tool control procedures. Reads, understands, and conforms to all Hospital Administrative Directives and Plant Operations policies. Performs other duties as required for Hospital Operations.

2. **SUPERVISING RECEIVED:**

Painter Supervisor

3. **SUPERVISION EXERCISED:**

None

4. **KNOWLEDGE AND ABILITIES:**

KNOWLEDGE OF: Principles methods, materials, tools and equipment used in painting, finishing and paper hanging work; painting Special Orders of the Division of Industrial Safety.

ABILITY TO: Mix paints and match colors; scaffolding and rigging; do paper hanging; estimate materials needed; keep simple records and make reports; follow oral and written directions; read and write English at a level appropriate to the classification; erect and paint from ladders; follow oral and written instructions; and instruct and lead unskilled assistants.

TYPICAL PHYSICAL DEMANDS: Physical labor is an essential component in remedy of most Plant Operations related conditions. In this working supervisor role, the incumbent must be physically capable of demonstrating proper technique, performing work in the absence of subordinates, and personally performing the more complex or sensitive technical tasks. At minimum, this requires full range of body motion to access work locations. The incumbent must be able to go up and down stairs and ladders, and traverse crawl spaces under buildings and above ceilings, and descend into excavations bringing with him/her the tools and supplies necessary to repair the surfaces being serviced. An incumbent must possess a driver's license and the physical ability to drive Paint shop vehicles and operate power tools safely and effectively.

5. **REQUIRED COMPETENCIES:**

ANNUAL HEALTH REVIEW: All employees are required to have an annual health review and TB test or whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job functions.

INFECTION CONTROL: Applies knowledge of correct methods of controlling the spread of pathogens appropriate to job class and assignment.

HEALTH AND SAFETY: Activity supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR: Maintain current certification if applicable.

THERAPEUTIC STRATEGY INTERVENTION (TSI): Supports safe working environment; practices the strategies and interventions that promote a

therapeutic milieu; applies and demonstrates knowledge of correct methods in the management of assaultive behavior.

CULTURAL AWARENESS: Demonstrates awareness to multicultural issues in the work place that enable the employee to work more effectively.

RELATIONSHIP SECURITY: Demonstrates professional interactions with patients, and maintains therapeutic boundaries. Maintains relationship security in the work area; takes effective action and monitors, per policy, any suspected employee/patient boundary violations.

PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION: Maintains and safeguards the privacy and security of patients' protected Health Information and other individually identifiable health information; whether paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws.

SITE SPECIFIC COMPETENCIES: None

TECHNICIAN PROFICIENCY (SITE SPECIFIC): None

6. **LICENSE OR CERTIFICATION:** It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Services.

7. **TRAINING:**

Training Category – 4 – Training Procedure No. 03-11.

The employee is required to keep current with the completion of all required training.

8. **WORKING CONDITIONS:**

ADMINISTRATIVE DIRECTIVE AD-146:

Each employee shall be fully acquainted with the rules and regulations of the Department of State Hospitals (DSH) and of the hospital.

EMPLOYEE IS REQUIRED TO:

1. Report to work on time and following procedures for reporting absences.
2. Maintain professional appearance.
3. Appropriately maintain cooperative, professional, and effective interactions with employees, patient/client and the public.
4. The work entails routinely encountering clients and interacting with staff throughout the facility, thus sensitivity and tolerant even temperament is required.

5. The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital.

Employee Signature

Print Name

Date

Supervisor Signature

Print Name

Date