

HAMILTON TOWNSHIP SCHOOL DISTRICT

Business Operations

**POSITION CODE: 9500
NONCERTIFIED**

TITLE: MAINTENANCE / PAINTER

QUALIFICATIONS:

1. Black Seal License
2. High School graduate or equivalent
3. Minimum experience as determined by the board
4. Knowledge of plant operation and maintenance; proper handling of hazardous materials
5. Ability to read, write and communicate effectively
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status
7. Current residency in New Jersey, approved residency waiver or candidate agrees to obtain residency within one year of employment

REPORTS TO: Supervisor of Facilities

JOB GOAL: To maintain the physical school plant and grounds in a condition of operating excellence so that full educational use of it may be made at all times, ensuring a safe, clean and comfortable school environment for all students, staff, and community.

PERFORMANCE RESPONSIBILITIES:

Painter

1. Cover surfaces with drop claws or masking tape and paper to protect surfaces during painting.
2. Prepare surfaces by filling cracks, holes and joints with caulk, putty, plaster or other fillers using caulk guns or putty knives to prepare for painting.
3. Apply primers or sealers to prepare new surfaces, such as bare wood, sheetrock, or metal for finish coats.
4. Apply stain, varnish, enamel and other finishes to equipment buildings. And or other structures using brushes, spray guns and/or rollers.
5. Calculate amounts of required materials and estimate costs based on surface measurements and or work orders.
6. Erect scaffolding, swing gates, or ladders to work above ground level.
7. Remove light fixtures, pictures, door knobs, electric covers, etc. prior to painting.
8. Wash and treat surfaces with oil, turpentine, mildew remover, or other preparations and sand rough spots to ensure that finishes will adhere properly.
9. Mix and match colors of paint, stain or varnish with oil and thinning and drying additives in order to obtain desired colors and consistencies.

Building Maintenance

1. Examines the school buildings on a regular basis for needed repairs and maintenance.
2. Keeps buildings and premises, including sidewalks, driveways, and play areas neat, clean and well maintained at all times, including snow removal, ice build-up prevention, tripping hazards, slipping

HAMILTON TOWNSHIP SCHOOL DISTRICT

MAINTENANCE / PAINTER (continued)

hazards, signage, etc.

3. Conducts an ongoing program of general maintenance, upkeep and repair, making minor repairs and reporting major repair needs promptly to the Supervisor of Facilities, including but not limited to plumbing fixtures, minor electrical conditions, woodwork, masonry, carpentry, roofs, doors, windows, screens, etc. throughout the district.
4. Performs designated tasks as part of the Preventative Maintenance Plan of the school district.
5. Receives and completes work orders as assigned.
6. Respond to emergency calls when needed.
7. Assembly of equipment, such as bookcases, shelves, etc..
8. Maintain and inventory all district owned tools, equipment, and materials.
9. Perform general maintenance of building and grounds equipment.
10. Maintain all courts, play areas, fences, and gates to ensure maxim safety for the students, staff and community.
11. Maintain all playground and athletic equipment according to the recognized standards.
12. Cut, weed, edge, and trim all lawns, trees, and shrubs.
13. Shovels, plows, salts, and/or sweeps sidewalks, steps, driveways and parking areas as necessary.
14. Empty all trash and recycling receptacles as needed.
15. Resolves all unsafe conditions in the work area and immediately reports any conditions that are not able to be resolved to the supervisor.
16. Obeys all fire/safety and environmental laws and regulations relating to the plant operation.
17. Complies with all laws and procedures for the storage and disposal of recyclables, trash, waste, and debris.

Other

1. May be required to wear a standard uniform selected by the district for security purposes.
2. Performs related duties as assigned.

TERMS OF

EMPLOYMENT: Salary and work year to be determined by the board of education.

ANNUAL

EVALUATION: Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations.

Approved by: Board of Education

Date: 8-28-24

Revised:

LEGAL REFERENCES:

N.J.S.A. 13:1E-99.11 Solid waste management
through 99.39

N.J.S.A. 13:1F-19 School Integrated Pest Management Act

HAMILTON TOWNSHIP SCHOOL DISTRICT

MAINTENANCE / PAINTER (continued)

<u>N.J.S.A.</u> 18A:6-7.1	Criminal history record
<u>N.J.S.A.</u> 18A:16-1	Officers and employees
<u>N.J.S.A.</u> 18A:16-2	Physical examinations; requirement
<u>N.J.S.A.</u> 18A:17-3, -4	Tenure of janitorial employees
<u>N.J.S.A.</u> 18A:17-41	Rules and regulations governing janitorial employees
<u>N.J.S.A.</u> 18A:41-2	Fire and smoke doors closed
<u>N.J.S.A.</u> 34:5A-1 <u>et seq.</u>	N.J. Worker and Community Right to Know Act
<u>N.J.S.A.</u> 34:7-1	License necessary
<u>N.J.A.C.</u> 6A:26	Educational facilities
See particularly:	
<u>N.J.A.C.</u> 6A:26-12.1	Facilities maintenance requirements
<u>N.J.A.C.</u> 6A:26-20.1 <u>et seq.</u>	Comprehensive maintenance plans
<u>N.J.A.C.</u> 6A:32-6	School employee physical examinations
<u>N.J.A.C.</u> 7:26A-1.1 <u>et seq.</u>	Recycling rules
<u>N.J.A.C.</u> 8:59-1 <u>et seq.</u>	N. J. Worker and Community Right to Know Act
<u>N.J.A.C.</u> 12:90-8.1 <u>et seq.</u>	Licensing of operating engineers and boiler operators
<u>N.J.A.C.</u> 12:100-4.2	Adoption by reference

Bloodborne Pathogen Standard, 29 CFR 1910.1030

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.