



**ASHEVILLE HOUSING AUTHORITY**  
**165 SOUTH FRENCH BROAD AVE.**  
**ASHEVILLE, NORTH CAROLINA 28801**

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**ASHEVILLE HOUSING AUTHORITY JOB DESCRIPTION**

**Housing Authority Resident Employment Training Program**

**JOB TITLE: PAINTER (Trainee)**

**GENERAL STATEMENT OF JOB**

Under general supervision, performs a wide variety of skilled painting tasks associated with the maintenance and repair of Housing Authority buildings and facilities, Advanced painting skills are required. Work includes considerable knowledge, initiative and the use of good judgment. Reports to the Painting Supervisor. This is a non-exempt position under FLSA.

**SPECIFIC DUTIES AND RESPONSIBILITIES**

- Responsible for professional relations with all staff, residents, other organizations and the community at large
- Prepares surfaces to be painted by the use of burners, sandpaper, scrapers and applying a primer coat of paint
- Checks and repairs surfaces as needed
- Removes electrical switches, outlets, and lighting fixtures; replaces them when finished
- Applies ready-made paint, shellac, varnish, stain or other protective to surfaces by using brush, roller, spray gun, cloth or other means
- Erects ladders or scaffolding as necessary for use in work
- Cleans brushes, rollers, spray guns and other equipment immediately following completion of assignment
- Performs inspections to determine work to be done and identifies needed materials and equipment
- Instructs and supervises others engaged in painting projects as needed

## PAINTER

### **ADDITIONAL JOB FUNCTIONS**

Performs other related work as assigned by supervisory personnel. The above duties are intended to describe the general content of and requirements for the performance of this job. It is not intended to be construed as an exhaustive statement of essential functions, responsibilities or requirements

### **MINIMUM TRAINING AND EXPERIENCE**

- Graduation from high school or equivalent

### **SPECIAL REQUIREMENT**

- Enroll in the Housing Authority of the City of Asheville's Family Self Sufficiency Program;
- Possession of valid North Carolina driver's license and ability to operate a motor vehicle up to and including a 1-1/2-ton truck;
- Perform duties as s CRITICAL SERVICE AREA employee;
- Report to work in bad weather conditions whether or not other employees are required to report.

### **MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

**Physical Requirements:** Must be able to move objects of up to 75 pounds occasionally, and/or up to 10 pounds frequently, and/or a negligible amount constantly. Requires the ability to stoop, crouch, climb and/or stretch arms, legs or other parts of body to grasp objects. Physical demand requirements are in excess of those for Sedentary Work. Light Work usually requires walking or standing to a significant degree. However, if the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

**Interpersonal Communication:** Requires the ability to communicate to people to convey or exchange information. Includes receiving instructions, assignments or directions from superiors.

**Language Ability:** Requires the ability to read a variety of drawings, reports, correspondence, manuals, regulations, work orders, etc. Requires the ability to prepare correspondence, reports, work orders, etc., using prescribed formats and conforming to all rules of punctuation, grammar, diction, and style. Requires the ability to communicate to people with poise, control and confidence.

## PAINTER

**Verbal Aptitude:** Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in civil engineering and architectural terminology.

**Numerical Aptitude:** Requires the ability to utilize mathematical formulas; add and subtract; multiply and divide; calculate decimals and percentages; interpret graphs.

**Form/Spatial Aptitude:** Requires the ability to inspect items for proper length, width and shape.

**Color Discrimination:** Require the ability to differentiate between colors and shades of color.

**Interpersonal Temperament:** Requires the ability to deal with people beyond giving and receiving instructions.

Must be adaptable to performing under stress and when confronted with persons acting under stress.

**Physical Communication:** Must be able to communicate via telephone.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Working knowledge of and skill in applying knowledge in painting, and painting equipment

Knowledge of tools and methods to be used in a wide range of building maintenance work

Knowledge of occupational hazards and safety measures

Ability to understand and carry out oral and written instructions

Ability to maintain acceptable working relationships with co-workers

Ability to work in hazardous and adverse conditions, such as sleet, snow, heat, cold, dust and dirt, as well as cramped quarters and high places

Extensive walking, climbing, kneeling, and bending are required

Ability to establish and maintain effective working relationships with supervisor, subordinates and fellow employees

Ability to relate to and communicate with low-income residents

**PAINTER**

Must be able to pass a physical and drug examination.