



## JOB PROFILE

JOB TITLE: PAINTER	
<b>REPORTS TO:</b>	<b>MAINTENANCE MANAGER</b>
<b>DEPARTMENT:</b>	<b>MAINTENANCE</b>
<b>JOB LEVEL:</b>	<b>OPERATIONAL SUPPORT</b>
Core Purpose and Mission Statement	
<p><b>The Core Purpose</b> of the Ottawa Mission is to reflect Jesus' love in serving the homeless, the hungry, and the lost.</p> <p><b>Our Mission</b> is to provide food, shelter, clothing and skills, and offer healing, faith and hope for building a wholesome life.</p>	
Vision & Values	
<p><b>Our Vision</b> is to become a collaborative leader and innovator in empowering those we serve in transitioning to wholeness.</p> <p><b>Our Values are</b> Acceptance, Respect, Compassion, Integrity and Independence</p>	
Position Purpose	
<p>Under general supervision, the Painter is responsible for the painting, finishing, and maintaining a wide variety of interior and exterior surfaces and structures; he/she may direct the work of others (i.e. co-workers and/or volunteers assigned to assist in any given project). He/she prepares surfaces for painting and finishing, applies undercoats (primer) and finish coats using the full range of application methods and materials. The painter matches paints and finishes, advises in the selection and storage of painting materials.</p> <p>This position will be cross-trained in the daily upkeep, maintenance, repair and renovations of The Ottawa Mission's buildings.</p>	
Major Responsibilities	
<ul style="list-style-type: none"> <li>• Prepares, primes, sands, seals, patches and paints furniture, surfaces, buildings and fixtures utilizing all types of painting materials such as varnish, lacquers, shellac, enamel, latex, epoxy, water-proofing and heat resistant finishes.</li> <li>• Prepares work areas by covering and protecting all furnishings and equipment including removal of wall mounted items and reinstallation of items.</li> <li>• Applies materials to new construction, existing, multi-story buildings, alterations and remodelling.</li> <li>• Operates, cleans and maintains all painting equipment, including brush, rollers etc. Safely stores and labels all materials.</li> <li>• Maintains an electronic log book stating completed jobs including paint colors, quantity's and when completed.</li> <li>• Estimates time and materials required; keeps computerized records containing paint colors, quantities and completion dates and submits reports of work performed.</li> <li>• Erects scaffolding, rigging and ladders as necessary in a manner consistent with safety codes.</li> <li>• Reads and understands blueprints.</li> </ul>	

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- Offers assistance and advice on materials, designs and colour.
- Maintains appropriate service and repair records.
- Researches, purchases and inventories equipment parts, chemicals and supplies.
- Train and direct the work of other staff and/or volunteers.
- Assists and serves as back up to other Maintenance employees.
- Adhere to all Health and Safety rules and regulations.
- Provide on-call emergency response within the facility as required.
- Other related duties as required / assigned by Manager.

## Other Requirements

### Education:

- Secondary School Diploma
- College Diploma or Apprenticeship in the Painting Trade considered an asset

### Experience:

- Minimum of five (5) years' experience painting, exterior and interior, in both Residential and Commercial/Industrial environment

### Qualifications:

- Ability to operate and use required tools and equipment
- Ability to mix and match paints and varnishes and apply finishes to a wide variety of surfaces
- Ability to estimate time and materials required on widely varied assignments and keep computerized records and prepare reports
- Ability to read, comprehend and work from plans and blueprints
- Knowledge of applicable code requirements
- Ability to give oral and written instructions to co-workers and/or volunteers
- Possess analytical and problem solving skills
- Experience and good working knowledge of shop equipment and hand tools, including power tools
- Ability to work effectively as a member of a team
- Ability to maintain long periods of varied physical activity: walking, standing, sitting, climbing stairs and ladders, bending, lifting, stooping, squatting and lying down to access tight or awkward spaces.
- Ability to climb ladders and comfortable working with heights (4 storey rooftops)
- Ability to maintain an atmosphere of courtesy, respect and sensitivity towards clients, staff and volunteers
- Flexibility in work hours
- Knowledge of occupational hazards of the painting trade and precautionary measures, including personal protective equipment (i.e., safety goggles, face mask, etc.), to be followed.
- WHMIS certification / Fall Protection Certification considered an asset
- Class "G" driver's license considered an asset

### Working Conditions:

- High degree of physical activity involving various activities: walking, standing, sitting, climbing stairs and ladders, bending, lifting, stooping, squatting and sometimes lying down to access tight or awkward spaces
- Heights – Four (4) storey rooftops
- Ability to lift up to 50 lbs
- Ability to move heavy furniture and/or equipment