

**OFFICE OF THE SECRETARY OF STATE  
DEPARTMENT OF PERSONNEL**

**MAINTENANCE PAINTER**

**Position Code: K5450**

**DISTINGUISHING FEATURES OF THE CLASS**

Under general supervision, performs journeyman tasks in the painting, decorating and refinishing of building interiors and exteriors and other structures, equipment and furnishings; may instruct or supervise helpers.

**ILLUSTRATIVE DUTIES AND RESPONSIBILITIES**

1. Prepares interior or exterior walls, metal surfaces, floors, ceiling and equipment for painting.
2. Erects ladders or scaffolding.
3. Applies sizing materials.
4. Mixes and matches paints.
5. Applies paint, shellac, varnish, enamel, stain or other protectives to prepared surfaces, using brush, spray, cloth or other means.
6. Prepares and applies patching plaster as needed.
7. Removes soiled or excess paint; glazes windows.
8. May instruct and supervise unskilled workers.
9. Performs other duties as requires or assigned.

**REQUIREMENTS:**

**Education and Experience**

Requires knowledge, skill and mental development equivalent to completion of eight years of elementary school and experience necessary to qualify as a journeyman painter.

**Knowledge, Skills and Abilities**

Requires working knowledge of the tools, materials, methods and standard practices of the trade.

## **MAINTENANCE PAINTER (Continued)**

Requires ability to make simple mathematical computations in estimating area of surfaces to be painted.

Requires ability to instruct and direct unskilled workers.

Requires ability to blend paints and match colors.

Requires ability to interpret and work from verbal or written specifications.

Requires skill in the use of the tools of the trade.

Requires willingness to travel and possession of valid Illinois driver's license as required by individual positions within the class.

Approved by the Secretary of State Merit Commission – October 11, 1977

Effective – October 16, 1977

Revisions approved by the Secretary of State Merit Commission - July 19, 2006

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