



## JOB DESCRIPTION

### Section 1: General Information

<b>Position Title</b>	Painter & Decorator	<b>Section/Department</b>	Support
<b>Reports To</b>	Bursar	<b>Date of Review</b>	December 2023
<b>Location/Site</b>	Sunninghill School, Dorchester	<b>Employment Status</b>	Fixed term

### Section 2: Job Description

<b>Position Purpose</b>	<p>To maintain and preserve the appearance of the school site including all buildings and outbuildings.</p> <p>As directed to paint and decorate using, paints and wallpapers and other decorative and protective finishes to a wide range of surfaces around the school site.</p> <p>Duties include preparing surfaces, mixing and applying paints and supervising painting projects.</p>
<b>Key Responsibilities</b>	<ul style="list-style-type: none"><li>• Preparing painting surfaces, including removing old paint, filling holes and cracks and washing walls</li><li>• Preparing the surrounding area, including covering fixtures and furniture to prevent messes</li><li>• Choosing the tools to complete the job</li><li>• Mixing and matching paints and colours to meet the texture and look required for the project</li><li>• Applying paint, varnishing and other finishes, hanging wallpapers and other decorative products</li><li>• Cleaning up painting tools and supplies, replacing fixtures and rearranging furniture after completing the project</li><li>• Collaborating with painters on other larger jobs if needed</li><li>• Working with other construction professionals such as, carpenters, electricians and plumbers when necessary</li><li>• Working to ensure all work is completed according to the requirements</li><li>• Measuring the work area to calculate the time and materials required to complete the project</li></ul>

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>GCSE qualification.</li> </ul>	<ul style="list-style-type: none"> <li>higher education college course in Painting and decorating.</li> <li>Painter intermediate apprenticeship.</li> <li>Level 2 or Level 3 Diploma in Painting</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience in using a range of painting and decorating techniques.</li> <li>Experience in estimating for projects</li> <li>Residential or commercial painting experience</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Working knowledge of painting and decorative techniques</li> <li>Good maths skills to calculate work surface and materials</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>Thoroughness and attention to detail</li> <li>Experience with using painting and decorating tools such as brushes, spray guns and hand scrapers</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Ability to work at heights</li> <li>Excellent balance and manual dexterity</li> <li></li> </ul>
<b>Work-related Personal Qualities/Behaviors</b>	<ul style="list-style-type: none"> <li>Be an effective team player that works collaboratively and effectively with others</li> <li>Excellent interpersonal skills, communicating (verbally and in-writing) effectively to a wide-range of audiences</li> <li>Support, motivate and inspire both colleagues and pupils by leading through example</li> <li>Suitability to work with children</li> <li>Confidence, warmth, sensitivity, reliability and enthusiasm</li> </ul>	
<b>Equal Opportunities and Commitment</b>	<p>Commitment to equality of opportunity for all regardless of gender, disability, religion, and ethnic origin</p> <p><b>Demonstrate a commitment to:</b></p> <ul style="list-style-type: none"> <li>safeguarding and child protection</li> <li>equalities</li> <li>promoting the school's vision, values and ethos</li> <li>high quality, stimulating learning environment</li> <li>relating positively to and showing respect for all members of the school and wider community</li> <li>ongoing relevant professional self-development</li> </ul>	

The above is designed to help you in the understanding of your role and is not intended to be a definitive list of your duties, as flexibility in meeting company needs is required by all employees.

I confirm that I have read and agreed this Job Description explaining the main duties of my job.

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Employee Name, (Please print)

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Line Manager Name, (Please print)

Line Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_