

JOB DESCRIPTION
Painting Technician

Report to: Property Manager

Main Goal: To meet income and expense goal of community.

Work Schedule: Mon.-Fri. 8:00 am-4:30 pm, lunch 12-12:30 pm 40 hours per week.
Weekend hours may be needed for turnovers.

DUTIES:

Main Objectives: Assist Community Managers in meeting budget goals for maintenance and turnover expenses

***Task to be completed with in first two week of employment**

- 2 bedroom walls only
- 1 bedroom walls only
- 2 bedroom walls and ceiling
- Interior doors and cabinets
- Interior trim boards around doors, windows, and floors
- Exterior power washing siding and decks
- Exterior paint for wood and concrete
- Demonstrate expertise in flat, satin, semi-gloss sheens/ latex and oil based paints/ enamel paints
- Demonstrate use of paint sprayer for interior and exterior painting

Typical Duties but not limited to:

Daily

- Meet with Lead Maintenance Technician
- Interior and exterior painting of apartments
- Purchase and maintain all supplies and materials for work orders
- Complete work order form per job and have Community Manager sign off

Weekly

- Meet with Property Manager and Lead Maintenance Technician to schedule turnovers

Monthly

- Preview turnover over schedule for upcoming month
- Attend Safety Meeting during the Manger's Meeting at least once per year

Quarterly

-

Yearly

- Audit Dalton Maintenance Company supplies and equipment for all phases of painting