

**CLASS TITLE: SUPERVISOR OF PAINTING
PLASTERING, MASONRY AND GLAZING**

**Class Code: 02169400
Pay Grade: 23A
EO Code: H**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan, supervise and review the work of a staff engaged in the performance of painting, plastering, masonry and glazing functions at the Rhode Island Medical Center; to participate in the performance of such functions as required; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with latitude for the exercise of independent judgement; work is reviewed for proficiency and conformance to established policies, procedures and instructions.

SUPERVISION EXERCISED: Plans, coordinates, supervises and reviews the work of painters, plasterers, masons and glaziers engaged in maintenance and repair work; reviews work for proficiency and conformance to policies, procedures and instructions.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, supervise and review the work of a staff engaged in the performance of painting, plastering, masonry and glazing functions at the Rhode Island Medical Center; as required, to personally participate in the performance of such functions.

To be responsible for developing a program for insuring that all buildings at the Medical Center receive needed work in related areas; to integrate this overall plan with emergency repairs as required.

To inspect buildings and structures noting their condition and necessity for repair and to arrange for such repairs.

To develop preventive maintenance schedules and apply them to the activities of the staff.

To requisition, receive, store and issue equipment, tools, supplies and sundries for related trades; to maintain a stock and inventory system.

To estimate and maintain time, labor and supplies cost records on all projects.

To serve in a liaison capacity with various outside contractors and the Division of Purchasing.

To submit recommendations and reports as required.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the practices, processes, tools and materials utilized in the painting, plastering, masonry and glazing trades; a working knowledge of the occupational hazards and safety precautions of building maintenance and construction; the ability to plan, assign and supervise the work of a varied group of skilled and semi-skilled workers; the ability to estimate amounts of material necessary for assigned maintenance work; skill in the care and use of tools and equipment; the ability to lay out work from plans and specifications; the ability to keep accurate records and prepare required reports; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: employment in a supervisory position such as at the foreman level in the painting, plastering, masonry or glazing trade.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: May 4, 1980

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