

# MICHIGAN SENATE

## SENATE BUSINESS OFFICE

### POSITION POSTING

#### PHYSICAL PROPERTIES – PAINTER

##### SUMMARY

Under the direction of the Director of the Senate Business Office and supervised by the Senate Physical Properties Manager, the Painter performs various painting, finishing and redecoration projects, as assigned. Work requires considerable knowledge of the skillful use of hand and power tools. The Painter performs a full range of painting assignments using independent judgment and knowledge of painting, finishing, and wallpapering to make decisions requiring the application of procedures and practices specific to work duties.

##### ESSENTIAL JOB FUNCTIONS

- Prepares and repairs newly constructed wood furniture and cabinets
- Applies stains and finishes to furniture and cabinets
- Prepares and repairs wall surfaces for painting
- Selects, mixes, and blends paint to meet color and consistency
- Applies finishes using a sprayer

##### SECONDARY DUTIES AND RESPONSIBILITIES

- Paints letters, numbers and signs using stencils or sign making equipment
- Moves furniture, office equipment and other objects as needed
- Performs all other duties as assigned by the Physical Properties Manager

##### EDUCATION /EXPERIENCE

- High School diploma or equivalent required
- Three years' experience in the painting trade
- Other combinations of education and experience evaluated on an individual basis

##### SKILLS AND KNOWLEDGE REQUIRED

- Ability to work from heights, climb, crawl, stoop, bend, and stand for long periods of time
- Ability to work long hours and adjust work schedule, as needed
- Strong customer service skills
- Ability to follow directions, work independently, and work as a group
- Ability to communicate effectively
- Ability to work outside of prescribed work hours when necessary
- Ability to maintain confidential information
- Ability to work in a professional and nonpartisan manner
- Ability to develop and maintain good working relationships with legislators and other elected officials, staff, vendors, and other agencies

This job description is not intended as a comprehensive list of all of the duties required of this position. Additional duties may be assigned from time to time, and the listed duties are subject to change at any time, with or without notice.

**STATUS:** Salaried, with a standard benefit package

**SALARY:** \$40,000 - \$60,000, based on experience

**GOVERNING CAUCUS:** Nonpartisan

This is a non-civil service, at-will position.

**Interested applicants, please submit a cover letter and resume to:**

PO Box 30036

Lansing, MI 48909

Email: [resume@senate.michigan.gov](mailto:resume@senate.michigan.gov)

The Michigan Senate considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, height, weight, disability, marital status, or any other legally protected status. If you are a person with a qualified disability, you may request any needed reasonable accommodation to participate in the application, testing, and/or interview process by contacting the Senate ADA Coordinator at 517-373-1675.