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| **Painter and Decorator**  **Position Description** | |
| **Purpose**  Position Descriptions are written statements that clearly describe the duties or task to be undertaken and the responsibilities of the particular position. The position description also includes information about working conditions, tools and equipment used, knowledge and skills required and Work Health and Safety responsibilities. | |
| **Employee Name:** | **Date PD Issued:** |
| **Position:** Certificate III in Painting & Decorating | |
| **Host Employer:** RPD Painting - Ryan's Painting & Decorating | **Supervisor:** |
| **Host Employer Address:** | |
| **Westvic Staffing Solutions Field Officer:** Amanda Cook | |
| **Tasks Involved:**   * Working as both a team member and also independently to prepare surfaces using a variety of methods and tools before applying paint, varnishes, wallpapers and other finishes to maintain and decorate interior or exterior surfaces on residential or commercial homes and buildings * Working on busy jobsites respectfully with other tradespeople * Helping with jobsite set up and pack up * Selecting and preparing required paints including adding thinning and drying additives * Appropriately use a variety of equipment and tools * Work out the quantity of materials needed for the job by taking surface measurements or by looking at job specifications or drawings * Erect scaffolding, cradles and ladders and place drop sheets to protect areas from dripping paint * Use of ladders, scaffold and scissor lift equipment for high reach areas * Assisting with scaffold and ladder set up and dismantling * Remove old paint or paper using sanding, scraping, blowtorches, liquid paint removers and steam strippers as appropriate * Prepare surfaces by fixing woodwork, filling or sealing holes, cracks and joins and washing them down to remove dust and grease * Select and prepare paints to match colours by the addition of tints * Use of brushes, rollers and other technical equipment to apply the paint to a variety of different surfaces * When wallpapering, set out the area according to the pattern match and starting point in the room, cut the paper to the appropriate length, apply paste to the back of each strip and hang the paper on the wall, smoothing out any wrinkles or bubbles * Spray paint surfaces using a spray gun or specialised equipment * Apply decorative paint finishes such as stencils, colour glaze, graining, marbling and lettering * Wash equipment and clean work areas | |
| **Work Conditions:**  Apprentice will be working in different weather conditions at times and may be working at different heights at times also. | |
| **Key Selection Criteria:**   * Strong attention to detail * Able to physically use a range of tools and equipment * Interested in practical work * Able to work in a team environment * Desire to be a successful trades person * Able to work with hands * Able to work at heights and outdoors | |
| **Qualifications and Licenses Required:**   * Driver’s licence and willingness to travel between jobsites * White card | |
| **Workplace Health and Safety:**   * Follow Westvic Staffing Solutions’ and the Host Employer’s Workplace Health and Safety policies, procedures and workplace instructions * Co-operate with the Employer and Westvic Staffing Solutions with respect to any action taken by the Host Employer and Westvic Staffing Solutions to comply with any requirements to provide a workplace that is safe and without risks to health * Correctly wear and maintain items of personal protective clothing and equipment that are provided * Take reasonable care for your own health and safety and for the health and safety of anyone else that may be affected by your actions or omissions whilst at work * Report any incidents within the workplace to the Host Employer and Westvic Staffing Solutions without delay. | |
| **Additional Information:**   * Hours Per Week : 38 * Days per Week: Monday – Thursday * Award / Agreement: Building & Construction General On-site Award 2020 * Superannuation: 11.5% * Commencement Hourly Rate: as per award * Allowances: as per award | |
| **Copy to : 🗌 Employee 🗌 Host Employer 🗌 Main File** | |

**Position Description Acknowledgement**

All parties have received, reviewed and fully understand and accept the Position Description and the tasks and conditions included within.

**EMPLOYEE:**

Employee Name:

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

**HOST EMPLOYER:**

Host Employer Name:

Host Employer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESTVIC STAFFING SOLUTIONS:**

Westvic Staffing Solutions Representative Name:

Westvic Staffing Solutions Representative Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_