



JOB TITLE:	<b>PAINT SUPERINTENDENT</b>	DIVISION:	<b>BRIDGE</b>
REPORTS TO:	<b>DGM – BRIDGE</b>	EEO CATEGORY:	<b>01 – EXEC</b>
FLSA:	<b>EXEMPT</b>	SAFETY-SENSITIVE:	<b>YES (Public Safety)</b>
CLASSIFICATION:	<b>NON-REPRESENTED</b>	LOCATION:	<b>SAN FRANCISCO</b>

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

### Position Summary

Under the general direction of the Deputy General Manager, Bridge Division, the Paint Superintendent is key member of the Golden Gate Bridge management team and plans, organizes, and directs all activities of a represented 40-member team of Bridge Painters, House and Sign Painters and Paint Laborers. The Paint Superintendent plays a key role in the District’s emergency management and disaster recovery plans and liaisons with the District’s Engineering Department and others in planning and executing ongoing Bridge and facilities maintenance projects. The Paint Superintendent develops and administers departmental budgets, policies, labor relations, and other administrative duties as required.

### Essential Responsibilities

- Schedules, assigns and supervises, through subordinate supervisory personnel, all activities of the Bridge Paint Department
- Serves as a primary or alternate member of the Bridge Emergency Operations Center and coordinates emergency and disaster response and recovery plans
- Reviews work requests, determines cost and staffing requirements, sets priorities, and assigns work to be performed
- Ensures the occupational health and safety of assigned employees in accordance with state and federal regulations, departmental and District policies, as well as industry standards and practices
- Inspects work in progress to assure compliance with applicable codes and standards, project specifications and quality assurance procedures. Inspects completed work to ensure that applicable quality control standards have been met.
- Coordinates department activities with other departments and divisions as required
- Monitors performance of assigned personnel and conducts performance management as required
- Oversees departmental training program development and administration, and ensures compliance with regulatory training requirements
- Negotiates and administers union collective bargaining agreements, issues discipline, and conducts grievance proceedings



- Develops and administers departmental rules, regulations and policies
- Oversees and participates in employee recruitment, retention and career development programs
- Assists in the analysis and preparation of annual operating and capital budgets for assigned departments
- Monitors budget expenditures and implements cost control strategies to ensure consistent budget performance
- Maintains records and develops detailed technical reports for various internal customers and external regulatory agencies
- Coordinates Bridge Division hazardous waste collection, storage, and disposal in collaboration with the Risk Management and Safety Department
- Monitors industrial coating industry standards and technological developments to ensure consistent adoption of industry best practices for ongoing Bridge maintenance activities
- Performs analysis and documentation related to maintenance painting operations on the Bridge including the performance analysis of various coatings and surface preparation methods
- Confers with paint suppliers, manufacturers, testing labs, and other industry experts to determine most effective materials and methods for paint work on Bridge and associated infrastructure
- Represents the District during frequent media contact and inquiries
- Knows and follows the safety and health rules and safe working practices applicable to his or her job.
- Establishes and maintains effective working relationships with District employees, customers, vendors and all others contacted during the course of work using principles of excellent customer service.
- Performs additional related duties as assigned
- Regular and reliable attendance and performance is required

## Required Knowledge, Skills and Abilities

### Knowledge of:

- Applicable Memorandum of Understanding (MOU)
- Occupational health and safety rules and working practices applicable to this position.
- Theories, principles, and practices of structural steel and facilities painting, scaffolding, and containment systems
- Principles of labor relations and general administration
- State and federal regulations and industry standards that pertain to the application of industrial protective coatings in the areas of recordkeeping, occupational health and safety, and environmental protection

### Ability to and/or Skilled in:

- Manage performance of staff and maintain motivation and satisfactory employee relations in a unionized labor environment through leadership and principled negotiation
- Create, sustain, and lead an organizational culture of safety



- Effectively craft and articulate a strategic long term vision for the Bridge Paint Department
- Research, interpret, and apply complex laws, regulations, and contract language
- Analyze and interpret complex technical documents, blueprints, diagrams and instructions
- Develop and employ effective problem solving techniques
- Apply modern management techniques to achieve efficient and effective utilization of resources
  
- Exercise initiative and use sound independent judgment under minimal supervision
- Communicate clearly and effectively both orally and in writing
- Collaborate effectively with various and diverse functional departments within the District and with a variety of outside stakeholders
- Preparation and presentation of detailed reports regarding project status, materials requirements, cost estimates, and ongoing maintenance activities
- The use of common business office technologies such as email, spreadsheet analysis, word processing and document management

## Minimum Qualifications

### Education and/or Experience:

- Bachelor's degree in related field or completion of a four-year apprenticeship program in a related field. Additional or alternate qualifying experience may be substituted and will be evaluated on a case-by-case basis.
- Ten (10) years of position related experience including structural steel painting including at least four (4) years of supervisory experience is required.

### Required License(s):

- Must possess and maintain a current, valid California driver's license and satisfactory driving record. No reckless driving and DUI infractions within the last 7 years. No more than 2 moving violations within the last 3 years. Operates District vehicles on a regular basis
- Structural steel coating inspection training and/or certification is desirable
- Industrial lead paint abatement training and/or certification is desirable

### Physical Requirement:

Work outside in cold and other inclement weather. Ability to wear respiratory protection. Ability to work at considerable heights. Ability to walk and climb structural steel. Ability to climb ladders. Normal daytime schedule. Occasional work during nights, weekends and/or holidays. Subject to 24-hour call-back during emergency situations

This position may have a potential for or actual exposure to lead. Pursuant to OSHA regulations, District employees are not exposed to lead at concentrations greater than 10 micrograms per cubic meter ( $\mu\text{g}/\text{m}^3$ ) of air averaged over an 8-hour period.