

METRO

Classification Description

Title: MetroPaint Operations Lead

Job Code: 0082

Pay Range: 14

FLSA Status: Non-exempt

Bargaining Unit: AFSCME 3580

Established: July 2021

Revised: NA

EEO Category: Technician

Description

Train, assign and direct the work of MetroPaint Operations Technicians. Perform other operational duties as necessary.

Distinguishing Features

The MetroPaint Operations Lead classification is distinguished from the Metro Paint Operations Technician classification by the ability to function independently and to lead and direct the work of others. Operations Leads must possess knowledge of all facility operational areas including Processing, Support, Production, Lab, Shipping, and Sales.

Duties and Responsibilities

1. Perform all the duties and responsibilities of the MetroPaint Operations Technician
2. Direct the work of assigned staff.
3. Identify and address minor performance issues and communicate unresolved issues to facility supervisor or facility manager.
4. Train staff on operational and safety protocols. Support other training efforts including professional development and coaching.
5. Ensure operational goals are met.

Secondary Functions

1. Performs other related duties as assigned.

Job Specifications

Education/Licensing and Experience

High School Diploma or G.E.D. and one year of experience in paint recycling or paint manufacturing; or any combination of experience and education that provides the applicant with the desired skills, knowledge, and ability required to perform the job.

Knowledge, Skills and Abilities

- basic leadership principles
- general knowledge in all areas of facility operations (Lab, Sales, Production, Support, Processing, Shipping, and Sales)
- basic computer skills
- remain calm in stressful situations
- prioritize and monitor work assignments
- apply agency and departmental policies and procedures
- train, assign, and direct the work activities of assigned staff
- coordinate projects with assigned staff

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- basic customer relations principles and practices

Supervision Received

Supervision is received from the MetroPaint Operations Supervisor & Facility Manager. Work may be directed by facility specialists.

Supervision Exercised

Lead direction is exercised over MetroPaint Operations Technicians and Variable Hour staff.

Working Conditions

This position requires the ability to perform those activities necessary to complete the essential functions of the job, either with or without reasonable accommodation. Position requires continuous and/or frequent fingering, talking, sitting, handling and good general hearing. Also requires occasional standing, walking, reaching, feeling, repetitive motions of the hands/wrists, bending, grasping and the ability to lift and/or carry up to 60 pounds and the ability to push and/or pull up to 3,750 pounds using a pallet jack. Incumbent may be exposed to inclement weather conditions.

The classification description indicates the general nature and level of work of positions grouped within this classification; it is not intended to be a comprehensive inventory of all duties and responsibilities, job specifications, work environment or other characteristics of a specific position. The classification description is not an employment agreement between the employee and Metro or Metro's visitor venues and is subject to change by Metro. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.