JOB TITLE: Paint Mixer

JOB DESCRIPTION
The paint mixer is responsible for mixing paint for the painters. He/she tracks supplies and material usage. They are also responsible for tracking/flagging paint hours for their shift.

RESPONSIBILITIES
- Mixes paint (solvent and water base) for use in painting according to formulas
- Properly discards left over paints, thinners, solvents according to EPA standards
- Compares mixed paint color to vehicle to ensure proper color match
- May assist painter in preparing spray out cards to determine blending needs
- Responsible for flagging/tracking the teams paint hours
- Communicating with supervisors and coworkers about processes
- Orders paint, materials, and supplies
- Responsible for keeping the mix room, paint guns, and other equipment clean to ensure longevity
- Developing specific goals and plans to prioritize, organize, and accomplish your work in a timely and cost effective manner
- Perform other duties as assigned by management

COMPETENCIES/SKILLS
- High School Diploma or equivalent required.
- 1-4 years body shop experience preferred
- Effective communication (written and verbal) and interpersonal skills required.
- Ability to work in a high performance, fast-paced team environment.
- Ability to adapt to and work effectively within a constantly changing environment.
- Problem solving skills required.
- Persuasion
- Customer Focus
- Telephone Skills
- Organization
- Energy Level
- Persistence
- Product Knowledge

PHYSICAL DEMANDS
- Ability to sit or stand for prolonged periods of time
• Ability to perform repetitive tasks; manual dexterity
• Vision abilities required include close, distance and depth perception
• Periodic lifting and carrying objects over 50 pounds
• Reaching above and below shoulder level
• Extended periods of kneeling, bending, squatting, and stooping to complete or inspect repairs
• May be exposed to fumes, chemicals, high level of dust and noise in repair center
• MUST be able to wear protective equipment, including respirator

I have read this job description (or had it read to me) and I completely understand all my job duties and responsibilities. I am able to perform the essential functions as outlined with or without reasonable accommodation. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description.

If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate supervisor or HR Coordinator.

I further understand that future performance evaluations and merit increases to my pay are based on my ability to perform the duties and responsibilities outlined in this job description to the satisfaction of my immediate supervisor. I have discussed any questions I may have had about this job description prior to signing this form.

Employee Print Name: __________________________________________________________

__________________________________________  __________________________
Employee Signature                            Date