

Position Opening

Selection Process

Receipt of your application will be acknowledged. For most positions, soon after closing date, application materials are reviewed, interviews conducted, and selections made by a committee. Applicants may call or e-mail the Human Resources Office to inquire regarding the status of the selection process.

Casper College is an Equal Opportunity Employer. The college is committed to the philosophy of equal opportunity in education and employment and does not discriminate on the basis of race, color, sex, age, national origin, religion, disability, or military service. Inquiries concerning Title VI, Title IX, and Section 504 may be referred to Casper College, Office of Human Resources, 125 College Dr., Casper, WY 82601; 307.268.2634, or to the U.S. Department of Education, Office of Civil Rights, Region VIII, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582; 303.844.5695 or 303.844.3417. This publication will be provided in an alternative format upon request.

Sharon Bell, Director Human Resources
Affirmative Action Officer

Casper College ...

Education for a Lifetime

Founded in 1945, Casper College is Wyoming's largest and most comprehensive two-year community college serving 1900 full-time and 2200 part-time students. With 160 full-time and 120 part-time faculty members, the college has developed a national reputation for its academic standards and outstanding career programs. Offerings include nearly 100 degree, technical and career programs. The college's 28 buildings on more than 200 acres overlook the city of Casper, population over 60,000.

Office of Human Resources
125 College Drive, Casper WY 82601

Painter

This position performs a wide variety of preventive maintenance and new construction painting and maintenance; may supervise temporary help on an as needed basis.

Duties include:

- Survey all buildings on the College campus for painting needs. Prepare a prioritized list of painting and repair projects
- Determine and maintain the necessary levels of stock
- Maintain adequate records including maintenance schedules, inventory, supplies and equipment
- Maintain preventive maintenance painting program within the department on all College buildings; maintains appropriate records
- Perform the painting of surfaces using brushes, paint spray equipment, and paint rollers to apply paint, varnish, stain, enamel or lacquer to interior and exterior surfaces
- Performs a variety of other duties as assigned.

Qualifications:

- High school diploma or equivalent
- Four years experience painting and related activities
- Knowledge of OSHA, ADA, EPA and industry safety standards
- Knowledge of painting practices and use of related tools and equipment
- Valid State of Wyoming driver's license and good driving record
- Computer proficiency for a variety of applications
- Ability to effectively organize and prioritize assigned work; communicate effectively, verbally and in writing; maintain effective working relationships

To apply, please submit:

Completed Casper College applicant data/release form and education, references and employment history form available on the website or in Human Resources

Announcement date: May 2, 2008

Applications accepted through: May 20, 2008

Starting date: As soon as possible

Salary: Classified Staff Grade 10, starting \$31,929 and eligible for full benefits



www.caspercollege.edu
307.268.2727 fax 307.268.2065