

Title:	Effective Date:	Grade:	Job Category:
Body Repairer and Painter	May 27, 2025	IX	Skilled Craft
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Body Repairer and Painter	June 25, 2016	IX	1 of 1

CHARACTERISTICS OF WORK

Under the supervision of the Shop Supervisor, this position is responsible for making vehicle body repairs to support the equipment maintenance activities of the Divisions and Districts.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas Department of Transportation is an "at will" employer.

ESSENTIAL JOB FUNCTIONS:

- Repair or replace vehicle body parts.
- Repair damaged areas by filing, grinding, sanding and smoothing filled or repaired surfaces in preparation for painting.
- Prime and paint vehicles and equipment using paint brushes, spray guns and other paint equipment.
- Install and inspect repaired vehicles for proper functioning, completion of work, dimensional accuracy, and overall appearance of paint job, and test-drive vehicles to ensure proper alignment and handling.
- Drive wrecker.

SECONDARY JOB FUNCTIONS:

- Support District crews and maintain equipment during ice and snow removal operations.

MINIMUM REQUIREMENTS

Education and experience: Ability to read and speak the English language sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language, and to respond to official inquiries, and to make entries on reports and records. Experience and/or vocational training in body repair and painting preferred.

Knowledge, skills and abilities: Demonstrated ability to repair and paint vehicles and equipment. Familiarity with the use of body tools, and skill and knowledge, including welding.

Physical requirements: Ability to use hand and power tools. Ability to lift and carry 50 pounds with or without reasonable accommodation.

Working conditions: Shop environment. Ability to perform assigned duties in all types of weather as well as other work conditions, e.g. noise, dust and fumes.

Licenses, registrations and certifications: Valid driver's license. Applicants for this position must obtain a Class A commercial driver's license (CDL) with tanker ("N") endorsement within 180 calendar days of hire. Successful applicants must meet the physical and mental requirements for a CDL. A pre-employment drug/alcohol test will be conducted after a contingent offer of employment or transfer has been made, and prior to the candidate performing any work for the Department in that capacity. Internal applicants who are already in a safety-sensitive position will not be subject to pre-employment drug/alcohol testing; however, offers to internal applicants who are not in a safety-sensitive position will be contingent upon pre-employment drug/alcohol testing. Subject to additional drug/alcohol testing according to the provisions of the ARDOT Drug and Alcohol Testing Program.

This position does not require theoretical and practical application of highly specialized knowledge or a bachelor's degree or higher in the field; thus, this position is not eligible for H-1B visa sponsorship.