

Class Title: Traffic Maintenance Technician III

BRIEF DESCRIPTION OF THE CLASSIFICATION:

Supervises the installation and maintenance of traffic signs, pavement markings, and related equipment. Sets up traffic control devices and maintains reports and inventory. Works with the emergency storm response team.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

	Physical Strength Code	ESSENTIAL FUNCTIONS
1	H	Installs and maintains traffic signs, pavement markings, and related equipment by operating various tools and equipment, and using drawings and photos to lay out traffic lines and patterns.
2	L	Supervises personnel by issuing work assignments, and ensuring that work is completed properly. Fills in for supervisor when absent or in meetings.
3	M	Sets up traffic control devices by using traffic warning signs and cones for detours and lane closures.
4	S	Maintains reports and inventory by keeping a log of materials used and work locations, and assisting with conducting inventory.

CSC Adopted: October 2001 , CSC Revised: June 2007

CLASS REQUIREMENTS:

CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with six months/one year of advanced study or training past the high school equivalency. Junior college, vocational, business, technical or correspondence schools are likely sources. Appropriate certification may be awarded upon satisfactory completion of advanced study or training.
Experience	2 Years Traffic Operations Experience.
Certifications and Other Requirements	Valid CDL Driver's License, Forklift Certification, Flagger Certification, IMSA Signs & Pavement Markings Level II
Reading	Work requires the ability to read, blueprints, traffic books, ordinances, work orders, technical drawings and correspondence.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write work orders, blue prints, plans, various reports and logs.
Managerial	Managerial responsibilities include planning the installation of signs and pavement markings, filling in for Traffic Maintenance Supervisor when absent, planning, scheduling and inspecting work done through pavement striping maintenance and annual paving schedule contracts, and creating and maintaining various Excel spreadsheets relating to pavement markings and signs.
Budget Responsibility	Maintain budget schedule for the Pavement Marking annual contracts.
Supervisory / Organizational Control	Work requires functioning as a lead worker performing essentially the same work as those directed, and includes overseeing work quality, training, instructing, and scheduling work.
Complexity	Work is governed by broad instructions, objectives, and policies. Work requires the exercise of considerable initiative and independent analytical and evaluative judgment.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases or projects. Vendors and suppliers may also be called upon for information on purchases, supplies or products. Meetings and discussions may be conducted with customers, brokers and sales representatives.

CSC Adopted: October 2001 , CSC Revised: June 2007

OVERALL PHYSICAL STRENGTH DEMANDS:

Sedentary	Light	Medium X	Heavy	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	On ladders, field work, supervision of personnel
Sitting	O	Deskwork, operating equipment
Walking	F	To/from tools and equipment
Lifting	F	Tools, supplies and equipment
Carrying	F	Tools, supplies and equipment
Pushing/Pulling	F	Equipment
Reaching	F	For tools and equipment
Handling	F	Tools, supplies and equipment
Fine Dexterity	F	Operating equipment, telephone keypad, calculator, writing
Kneeling	F	Painting pavement, installing signs
Crouching	F	Painting pavement, installing signs
Crawling	N	
Bending	F	Painting pavement, installing signs
Twisting	F	Painting pavement, installing signs
Climbing	F	Ladders
Balancing	F	Ladders
Vision	C	Field work, supervision of personnel, operating equipment
Hearing	C	Staff, supervisor, telephone, general public
Talking	F	Staff, supervisor, telephone, general public
Foot Controls	O	Operating equipment
Other (specify)	N	

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MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:

Various hand tools, paint machines, thermoplastic premelters, thermoplastic handliners, copy machine, calculator, telephone

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS	
Mechanical Hazards	D	Dirt and Dust	D
Chemical Hazards	N	Extreme Temperatures	D
Electrical Hazards	N	Noise and Vibration	D
Fire Hazards	W	Fumes and Odors	W
Explosives	W	Wetness/Humidity	M
Communicable Diseases	N	Darkness or Poor Lighting	N
Physical Danger or Abuse	D		
Other (see 1 below)	N		

PRIMARY WORK LOCATION	
Office Environment	--
Warehouse	--
Shop	--
Vehicle	--
Outdoors	X
Other (see 2 below)	--

- (1)
- (2)

PROTECTIVE EQUIPMENT REQUIRED:

Eye protection, ear protection, gloves

NON-PHYSICAL DEMANDS:

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NON-PHYSICAL DEMANDS	
Time Pressures	R
Emergency Situations	R
Frequent Change of Tasks	F
Irregular Work Schedule/Overtime	R
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	F
Tedious or Exacting Work	O
Noisy/Distracting Environment	F
Other (see 3 below)	N

- (3)