



HUMAN RESOURCES DEPARTMENT

POSITION DESCRIPTION

| | | | |
|--------------------|---|--------------------------|------------------|
| TITLE: | Senior Signs and Markings Technician | LAST UPDATED: | January 13, 2016 |
| DEPARTMENT: | Engineering – Traffic Control | JOB CLASS: | |
| REPORTS TO: | Signs and Markings Supervisor | FLSA DESIGNATION: | Non-Exempt |

Summary: Under general supervision of the Signs and Markings Supervisor, oversees assigned crewmembers and participates in the installation, repair, and maintenance of traffic control signs, pavement markings, sign fabrication, guardrail, and permanent barricades. Operates a variety of light and heavy equipment, hand and power tools. Supervises assigned department staff.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbent(s) in this position. Incumbent(s) may not be required to perform all duties in this description and incumbent(s) may be required to perform position-related tasks other than those specifically listed in this description.

Essential Job Functions:

- Oversees and participates in the installation, repair, and maintenance of traffic control signs, pavement markings, guardrail, and permanent barricades.
- Installs, repairs, and maintains traffic control signage.
- Installs, repairs, and maintains pavement markings.
- Installs, repairs, and maintains guardrail and permanent barricades.
- Performs pavement marking layouts.
- Assists with fabrication of traffic control signs.
- Assists with the inventorying of materials and equipment.
- Flags traffic and installs workzone signage and barricades needed to perform work safely at job sites.
- Inspects workzones to make sure they are set up correctly.
- Inspects traffic control signage, pavement markings, guardrail, and permanent barricades.
- Inspects job sites upon completion of work.
- Reads and interprets plans, schematics, product safety data sheets, equipment manuals, and the Manual of Uniform Traffic Control Devices.
- Completes work orders summarizing daily work tasks.
- Trims trees that obstruct traffic control signage.
- Issues work orders and assignments, equipment, tools, materials and supplies necessary to complete work projects.
- Provides on the job training instruction or recommends training to new crewmembers.
- Cleans work sites and restores landscaping to original condition upon completion of traffic control sign and guardrail projects.

Other Important Duties:

- Must work overtime as required.
- May be required to work weekends or after hours to support traffic management and operations for special events.
- May be required to assist with setting up traffic control or detours necessary for special events and emergency situations.
- May be required to work overnight shifts for the installation of pavement markings.
- Provides backup assistance, on-call coverage and support to other City departments as assigned.

- Travels to job sites and to attend meetings, conferences and training.
- Provides support and assistance to other departments as assigned.
- Performs other related duties as assigned.
- Regular and consistent attendance for the assigned work hours is essential.

Required Knowledge and Skills:

- Knowledge of the Manual of Uniform Traffic Control Devices.
- Knowledge of traffic control sign, pavement marking, and guardrail maintenance, repair, and construction methods and practices.
- Knowledge of occupational safety and health rules, regulations, practices and procedures.
- Knowledge of TxDOT workzone safety requirements and procedures.
- Knowledge of City policies and procedures.
- Skill in effective oral and written communications.
- Skill in basic mathematical calculations.
- Skill in planning and coordinating work site activities.
- Skill in effectively supervising and delegating duties to assigned staff.
- Skill in resolving customer complaints and concerns.

Preferred Education, Experience, and Certifications:

- High School Diploma or G.E.D., **and** two (2) years streets or utility maintenance and construction experience; **or** equivalent combination of education and experience.
- Must have IMSA Work Zone Safety or ability to obtain within 6 months of date of hire (TEEX course certification will be considered)
- Must have IMSA Level II Certification in Signs and Markings or the ability to obtain within 12 months of date of hire.
- Must pass a pre-employment drug screen, MVR check, criminal background check and post-offer physical agility exam.
- Must possess State of Texas class “A” CDL Driver’s License within 6 months of date of hire.

Environmental Factors and Conditions/Physical Requirements:

- Work is performed in a construction site environment.
- May be subject to repetitive motion such as twisting and upper body motion, braking, operating levers, digging, when operating heavy equipment, or manually assisting in the maintenance and repair in assigned area.
- May be subject to exposure to extreme temperature conditions, confined spaces, trenches, hazardous chemicals, fumes, air and water borne pathogens and infectious diseases.
- May be subject to climbing, bending, reaching, kneeling, loading, unloading, transporting, lifting and carrying such as retrieving or replacing materials, tools, equipment, landscaping.
- Must be able to lift up to 60 pounds.

Equipment and Tools Utilized:

- Uses GPS equipment and digital camera to locate signs.
 - Works with chemicals to clean equipment.
- Operates light and heavy construction equipment including concrete saws, back hoes, bob cats, MMA applicator, thermoplastic applicator, paint sprayer, epoxy dispenser, hand squeeze roller applicator, post hole diggers, pole puller, air tools, compressor and grinders as needed. Also uses power tools, personal computer, copier, fax machine, shovel, 2-way radio, cellular phone, and department vehicles.

Approved By:

Signed by Shelley Lang, Engineering Services Division Manager

Shelley Lang, Engineering Services Division Manager

09/17/2015

Date



Shannon Allyn, Human Resources Generalist

09/17/2015

Date