



Job Description

Traffic Technician

Pay Grade: G04

Employment Status: Full-Time

FLSA Status: Non-exempt

Experience Required: Minimum of one (1) years of experience in signs, marking field, and computer graphics.

Minimum Education Requirements: High School diploma or G.E.D.

Department: Public Works.

Direct Supervisor: Maintenance Supervisor

Supervisory Responsibility: Direct (x); Indirect (x)

Primary Work Location: Work is performed outdoors.

Certification: Valid State of Florida commercial driver's license (CDL). Level I and II I.M.S.A. signs and markings certification.

Job Summary: Responsible for skilled work fabricating, installing, and repairing city traffic signs.

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Install and repair traffic signs.
- Fabricate new signs.
- Perform sign inspection and assesses general condition.
- Perform road marking inspection and installation.
- Place road closure barricade; install and maintain barricades.
- Maintain and operate specialized equipment and tools such as: hoist equipment, squeegee roller press, propane heat gun.
- Maintain sign shop.
- Prepare cost estimates of work.
- Maintain inventory of signs including location, date installed, construction, cost, etc.
- Develop sign repair and replacement program.
- Train, schedule, supervise, and evaluate work of Traffic Technician.
- Design, install, and maintain records of all traffic control installations.
- Assist with setup of signs and equipment for special events.
- Operate light equipment and vehicles.
- Perform other job duties as assigned.

Knowledge, Skills, and Abilities (KSA's) for Position

An employee in this class must have the following knowledge, skills, and abilities upon application:

Knowledge

- Occupational hazards and safety precautions applicable to traffic control work.
- Manual on uniform traffic control devices and the standard highway signs handbook.
- Procedures and practices of installing and maintaining traffic control devices.



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- City's functions, policies, and procedures.

Skills

- Strong written and oral communications and relational skills.
- Use of tools and equipment, tools, and materials.
- Use of the computer-generated sign machine.
- Follow and relay complex oral and written instructions, policies and procedures.
- Operate a variety of office equipment, including computer terminal, printer, calculator, fax, typewriter, and copier.

Abilities

- Identify safety deficiencies.
- Generate and assemble traffic signs using Gerber sign machine.
- Complete work orders, time and equipment logs.
- Operate thermoplastic and paint road marking equipment.
- Understand and follow oral and written instructions.
- Provide supervision, training, and assistance to others as required.
- Works in extreme weather conditions with exposure to dust, fumes, gases, chemicals, solvents, uneven surfaces, heights (up to 10 feet).
- Works in or with moving vehicles or traffic.

Physical Demands

The work is medium work which requires exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. The following physical abilities are required:

- Balancing: Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- Fingering: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping: Applying pressure to an object with the fingers and palm.
- Handling: Picking, holding, or otherwise working, primarily with the whole hand.
- Hearing 1: Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discrimination in sound.
- Kneeling: Bending legs at knee to come to a rest on knee or knees.
- Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
- Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.



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- Reaching: Extending hand(s) and arm(s) in any direction.
- Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Speaking: Expressing or exchanging ideas by means of the spoken word including the ability to convey detailed or important spoken instructions to other workers accurately and concisely.
- Standing: Particularly for sustained periods of time.
- Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Talking 1: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Visual Acuity 1: Have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; and/or extensive reading.
- Visual Acuity 2: Including color, depth perception, and field vision.
- Visual Acuity 3: Visual Acuity to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of facilities or structures.
- Visual Acuity 4: Have visual acuity to operate motor vehicles and/or heavy equipment.
- Visual Acuity 5: Have close visual acuity to perform an activity such as: visual inspection involving small defects, small parts, operation of machines; using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

**This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. The contents of this position description may be changed without notice, and employment may be terminated by either party, at will. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.



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Signatures / Date

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

Check the appropriate box, fill in the needed accommodations, if required, then sign and date.

- ☐ I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- ☐ I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

Employee Signature

Date

Supervisor Signature

Date

Human Resources

Date