

| DATE | May 2008 |
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| JOB CODE | |
| FLSA | NON-EXEMPT |
| EEO | |

JOB TITLE: Signal Crew Member

DEPARTMENT/DIVISION: Public Works REPORTS TO: Traffic Operations Supervisor

SUMMARY: Responsible for performing activities related to the installation and repair of all electronically controlled traffic control devices. Work requires close supervision (although most tasks are so routine that little supervision is required).

ESSENTIAL JOB FUNCTIONS:

- Assists in the installation and repair of traffic signals, school zone flashers, and Cityowned and maintained street lighting.
- Assists in determining proper layout, spacing and distances for sign and marking installations by utilizing appropriate references.
- Identifies incorrect installations, missing or vandalized signals and makes corrections or reports for scheduling.
- Operates and maintains equipment necessary for repair and installation of signals
- Checks daily on construction trucks and equipment to ensure they are properly fueled and maintained.
- Ensures vehicles are stocked with chemicals, tools, materials, and/or other applicable items.
- Pulls trailers to and from job sites.
- Sets up safety barricades and traffic transitions for the protection of personnel, equipment and motorists.
- Sets up detours for work sites, special events and emergency situations; maintains all permanent barricades.
- Participates in/on a variety of meetings, committees, and/or other applicable groups to receive and/or convey information.
- Performs other duties as assigned.

SUPERVISORY/BUDGET RESPONSIBILITIES:

None.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of basic construction principles;
- Skilled in operating applicable tools and equipment of the trade;
- Skilled in performing routine repair and maintenance activities;
- Skilled in performing basic construction activities;

- Skilled in performing manual labor;
- Skilled in observing safety rules and regulations;
- Skilled in operating a computer and related software applications;
- Skilled in communicating effectively with a variety of individuals.

MINIMUM QUALIFICATIONS:

- High School Diploma or G.E.D.
- Six months of related maintenance and/or construction experience.
- Commercial Driver's License, Class A is required within 3 months.
- Work Zone Safety Certification is required within 3 months.
- IMSA Level I Certification within one year.

PREFERENCES:

None.

WORKING CONDITIONS:

- Frequent climbing, balancing, reaching, sitting, standing, walking, stooping, kneeling, crouching, talking, seeing, hearing, and manual dexterity.
- Occasional lifting and carrying of over 100 pounds.
- Work is typically performed in standard office and outdoor environments, with potential exposure to adverse weather conditions.
- Work is performed in high and precarious places and near moving mechanical parts.
- Potential exposure to risk of electrical shock, vibration, fumes and airborne particles.

CONDITIONS OF EMPLOYMENT:

- Must pass pre-employment drug test.
- Must pass criminal history check.
- Must pass motor vehicle records check.