

## **TRAFFIC MAINTENANCE TECHNICIAN**

### **MAJOR FUNCTION**

This is an entry-level position that involves the maintenance, layout, and installation of pavement markings along County maintained roads; the fabrication, assembly, installation, repair and maintenance of traffic control devices and signs; and/or assists in the construction and maintenance of traffic signals; all the forgoing in compliance with Federal, State, and County regulations.

### **ESSENTIAL FUNCTIONS**

The following statements describe the principal functions of this job and its scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

- Assists in the layout and installation of pavement markings and other traffic control devices in the field by driving to sites and performing tasks.
- Interpret simple plans and sketches.
- Mixes traffic paints and melts thermoplastic marking paint.
- Operates component equipment on a line striping motor vehicle, hand line machine, power spray guns and other painting equipment; raised pavement marker machine
- Serves as flagger for other members of the traffic division, or in emergency situations, as needed Countywide.
- Places and removes traffic cones, barricades, flags, signs, and other traffic control devices by driving to sites to ensure a smooth flow of traffic for striping operations and when road signs and other traffic control devices, such as traffic signals, are being installed or repaired.
- Installs, repairs and maintains traffic signs and other traffic control devices in the field.
- Assists with traffic signal work in a non-technical laborer role (mixing, grinding, drilling, jackhammering, cutting, threading, assembly, laying conduit, making forms, traffic control, etc.).
- Receives cross training to gain knowledge, skills and proficiency in all traffic operations to qualify for upward mobility when positions become available.
- Fill out work orders and other paperwork and maintains files and records

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- Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the Division, Department, or related units.
- Must drive pickup trucks, larger trucks, and forklift used in various Traffic Division operations.
- May be required to work a rotating 24-hour, 7-day “on-call” shift to provide emergency coverage for department (after training and demonstrating competence).
- Required to report to work at the appointed hour, as scheduled, and to work the entire assigned schedule.

### **SECONDARY FUNCTIONS**

- Performs other duties as assigned.

### **CUSTOMER SERVICE**

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person or by phone contact.

### **SUPERVISION**

This position has no supervisory responsibilities.

### **EDUCATION, EXPERIENCE, LICENSES, CERTIFICATIONS**

#### **Education and Experience.**

High School diploma or general education degree (GED), and one-year traffic maintenance or related field experience, or equivalent combination of training and experience.

#### **Licenses.**

Valid Florida Driver License; CDL Class B Florida Drivers License within one year of assignment.

#### **Certifications.**

Work Zone Safety Certification from International Municipal Sign Association (IMSA) or Maintenance of Traffic (MOT) Intermediate within 6 months of assignment. Level I Signs and Markings Certification from International Municipal Sign Association (IMSA) within 12 months of

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assignment. OSHA Forklift Certification within 6 Months of assignment. FEMA certifications (NIMS) IS-700, IS-100, IS-200 within 6 months of assignment.

### **JOB SKILLS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the required knowledge, skills, and abilities.

#### **Language Skills**

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively before groups of customers or employees of organization.

#### **Mathematical Skills**

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

#### **Problem Solving Ability**

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Requires judgment regarding use of equipment, tools or material.

#### **Specialized Skills and Abilities**

- Knowledge of federal, state, and county rules and regulations for traffic striping, signs and signals operations.
- Ability to learn quickly from written, oral instructions and demonstrations. Ability to understand, remember and carry out oral and written direction.

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- Ability to learn and apply safety measures.
- Knowledge of tools used in maintenance and fabrication of signs, traffic signals and traffic striping operations.
- Ability to operate all required equipment and various types of electronic and/or manual recording and information systems after appropriate period of training.
- Ability to work with minimum supervision.
- Ability to prioritize tasks and meet multiple deadlines.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

### **Machinery and Equipment**

To accomplish the tasks of this position, the employee will be required to operate the following machines and equipment: pre-melters, handliner, paint equipment, post hole digger, heat applicator, sign roller, jackhammer and other power tools of the trade, various hand tools of the trade, fork lift, and drive a vehicle. Will learn to operate motorized striping machine within one year of assignment.

### **PHYSICAL DEMANDS**

While performing the duties of this job, the employee will regularly be required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk or hear, and lift up to one hundred pounds. Vision requirements are close, distance, color, and peripheral vision, depth perception, and ability to adjust focus.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee will occasionally be exposed to wet or humid conditions, moving mechanical parts, toxic or caustic chemicals, risk of electrical shock, risk of radiation, and vibration; will regularly be exposed to high precarious places, fumes or airborne particles; and will frequently be exposed to outdoor weather conditions and moving vehicular traffic. The typical noise level is moderate.

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