

POSITION DESCRIPTION

Title: Traffic Control Technician IV (Signal Crew Option)

Department: Highway Department – Traffic Operations

Job Analysis: September 2017, September 2018, October 2019, April 2020

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports To: Traffic Operations Manager, Construction Manager, County Engineer.

Subordinate Staff: Crew assigned by Supervisor

Internal Contacts: Members of Work Group, Engineering Personnel

External Contacts: General Public, Vendors and Material Suppliers, Emergency Responders and Other Government Employees

Status: Classified/Non-Exempt (J)

Job Summary

Serve as a working leader performing complex installation, programming, monitoring, preventative maintenance and repair of electronically controlled and coordinated traffic control systems. Also, may serve as crew leader to carry out the activities of the Traffic Control Stripe crew as needed. Work will also include assisting the Traffic Operations Manager with daily activities. Work includes, but is not limited to: reviewing daily activity sheets, inspecting finished work for compliance with specifications, keeping up with sign and paint inventory, planning and scheduling crews, assist with complex traffic control operations and assist all crews within the department when deemed necessary. Capturing data on all signals with County issued tablets to ensure GIS is updated. This requires general skills and knowledge to operate computers and software programs.

Job Domain

A. Operations

1. Evaluate, diagnose, schedule, and complete repairs to defects and malfunctions of traffic signals. Work may include repairs to traffic signal cabinets, traffic signal controllers,

overhead signal equipment and conducting inspections/performing preventative maintenance.

2. Respond to and perform repairs to after hour emergency situations relating to traffic signals or signs.
3. Create and file daily reports, maintenance logs, signal timing charts and inventory records for future use.
4. Coordinate and inspect work performed by external contractors involved in the construction and alteration of traffic signals.
5. Order and stock an operational spare traffic signal inventory.
6. Operate paint truck to put traffic markings on county roads.
7. Operate small portable paint machine to stripe parking lots.
8. Operate epoxy gun to install pavement markers.
9. Operate bucket truck with aerial lift to repair traffic control signal lights.
10. May operate other equipment such as the asphalt spreader, roller or tractors.
11. Willing to assist the stripe, paving/mowing or sign crews as needed.
12. Maintain traffic control devices and perform minor or basic repairs on traffic signals.
13. Assist Traffic Operations Manager with various daily activities as needed.

B. Equipment Maintenance

1. Prior to operating equipment; perform safety and maintenance inspection of assigned equipment.
2. While equipment is being operated make adjustments to insure proper pressures for painting.
3. Service parts of paint truck as required.
4. Perform maintenance and servicing in connection with equipment operated.

Knowledge, Skills, and Abilities

1. Knowledge of The Manual of Uniform Traffic Control Devices (MUTCD), National Electric Manufacture Association (NEMA) and IMSA- International Municipal Signal Association. Relating to common principles, practices, equipment, materials, and methods used in the installation, operation, repair and maintenance of traffic control devices and signage.
2. Knowledge of circuit boards, processors, chips, electronic equipment, and computer hardware and software, including applications and programming.
3. Use and care of hand powered tools and equipment.
4. Skills to communicate information to supervisors and co-workers.
5. Skills to complete routine forms and records.
6. Basic skills in the operation, maintenance and safe use of aerial buckets and lifts.
7. Moderate skills in the operation, maintenance and safe use of trucks, tractors and heavy equipment.
8. Knowledge of traffic regulations.
9. Knowledge of ALDOT standard drawings and how to apply these standards to real world applications.
10. Knowledge of safety rules including accident causes and prevention.

11. Ability to work independently without close supervision.
12. Ability to operate computers / GPS Devices
13. Knowledge of county policies, procedures and rules.
14. Knowledge of traffic signals and their basic operations and how to troubleshoot basic problems and repair them.

Physical Characteristics

1. See well enough to operate equipment and motor vehicles; corrective lens acceptable.
2. Hear well enough to understand oral instructions, carry on conversation with public and workers; hearing aid acceptable.
3. Speak well enough to meet and converse with the public, convey instructions to others, communicate by telephone and two-way radio.
4. Body movement to place traffic markings and signs in live traffic, stoop and move in an outdoor environment with the potential of encountering wildlife, operate equipment, walk behind an asphalt spreader and shovel asphalt, operate motor vehicles, handle signs and hand tools.
5. Strength to lift 50 lbs., use hand tools, repair flashing signals and operate motor vehicles.
6. Must be able to stand all day.

Other Characteristics

1. Required to wear uniforms as directed by the County Engineer.
2. Willing to work overtime and non-standard hours as required.
3. Willing to travel for school and training.
4. Assist in Disaster Recovery efforts as needed.

Minimum Qualifications

1. Five (5) years' experience in traffic signals, preferred.
2. Five (5) years of traffic control experience, preferred.
3. Traffic Signal Field Technician Level 1, preferred.
4. Valid Commercial Driver's License (CDL – Class B) preferred and be insurable by the County's insurance standards.