

TITLE: Sign Maintenance Technician

PW/31

DEPARTMENT: Public Works, City of Franklin

JOB SUMMARY: This position performs technical duties in the fabrication, construction, preparation, and maintenance of traffic signs and pavement markings.

MAJOR DUTIES:

- o Fabricates, constructs, installs and maintains street signs in accordance with the Manual on Uniform Traffic Control Devices.
- o Replaces damaged street signs and posts.
- o Paints pavement markings; marks parking lots and crosswalks.
- o Installs thermoplastic pavement markings.
- o Coordinates and inspects the work of contractors for guardrail repairs and pavement markings.
- o Services, cleans, and maintains machines and related equipment.
- o Reads and interprets sketches and drawings of pavement markings.
- o Prepares information for bids.
- o Maintains records of activities and completes required reports.
- o Maintains sign and supply inventory.
- o Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION:

- o Knowledge of the tools, materials, and equipment used in the preparation and installation of traffic signs and street markings.
- o Knowledge of safety precautions related to the work.
- o Skill in the use of hand tools.
- o Skill in the preparation of reports.
- o Skill in oral and written communication.

- o Skill in the operation of job related equipment.

SUPERVISORY CONTROLS: The Construction Supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES: Guidelines include the Manual on Uniform Traffic Control Devices, city traffic ordinances, and state traffic laws. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY: The work consists of related duties in the operation fabrication, installation, and maintenance of street signs and pavement markings. Inclement weather contributes to the complexity of the position.

SCOPE AND EFFECT: The purpose of this position is to fabricate and install street signs. Successful performance in this position contributes to the safety and efficiency of city streets.

PERSONAL CONTACTS: Contacts are typically with other city personnel, vendors, and members of the general public.

PURPOSE OF CONTACTS: Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS: The work is typically performed while sitting at a desk or while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee frequently lifts light and occasionally heavy objects, climbs ladders, and uses tools or equipment requiring a high degree of dexterity.

WORK ENVIRONMENT: The work is typically performed in an office, stock room, sign shop, or outdoors. The employee is exposed to dust, dirt, grease, and occasional cold or inclement weather. The work requires the use of protective devices such as masks, goggles, or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.

MINIMUM QUALIFICATIONS:

- o Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- o Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.

- o Possession of or ability to readily obtain and maintain a valid driver's license for the type of vehicle or equipment operated.