

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### Traffic Signal Technician

**Department:** Transportation

**Pay Grade:** 506

**FLSA Status:** Non-Exempt

**Job Code:** T728

#### JOB SUMMARY

The purpose of this classification is to assist with installation, maintenance, and repair of traffic signal systems and related components to ensure safe, efficient, and continuous flow of traffic.

#### ESSENTIAL JOB FUNCTIONS

- Assists in evaluating work sites to determine extent of work, needed materials/equipment, and safety requirements; reviews plans/blueprints to ensure proper installation, revamping, or troubleshooting of equipment; determines amount of materials needed to complete work activities; coordinates setup of work safety zones; maintains records of materials/supplies utilized in work activities.
- Assists with installation and maintenance of traffic signals; installs traffic loops or signal detectors; diagnoses and troubleshoots malfunctions in traffic signal devices; repairs and replaces signal lamps, loop detectors, lenses, and hardware; locates loops for construction and road repairs; cuts road surfaces for installation or repair of loops; and installs traffic signal poles.
- Cleans control cabinets; changes filters; performs general preventive maintenance.
- Assists in ensuring the compliance of all traffic control devices and signs to the standards set forth in the Manual on Uniform Traffic Control Devices (MUTCD).
- Operates a variety of machinery, equipment, and tools associated with projects and work activities, which may include a bucket truck, utility vehicle, backhoe, jack hammer, pipe bender, arrow boards, light tower, generator, loop saw, voltmeter, loop truck, measuring instruments, mechanic tools, hand tools, hydraulic tools, or two-way radio.
- Performs general/preventive maintenance tasks necessary to keep vehicles, equipment and tools in operable condition, which may include inspecting equipment, refueling vehicles, checking/replacing fluids, replacing parts, washing or cleaning equipment, or

cleaning shop or work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

- Follows safety procedures, reports unsafe activities and conditions, utilizes safety equipment, assists with traffic control/safety at work sites, and monitors work environment to ensure safety of employees and other individuals; flags traffic through/around work sites; sets up detours, safety cones, barricades, barrels, and road/warning signs.
- Maintains a comprehensive, current knowledge of applicable policies, procedures, codes, regulations; conducts research and maintains an awareness of new issues, methods, equipment, trends and advances in the profession; reads updates and other professional literature; participates in continuing education activities; attends meetings, conferences, workshops and training sessions as appropriate.
- Attends meetings and serves on committees as needed; participates on review committees, safety committees, or other committees.
- Monitors inventory levels of supplies; ensures availability of adequate materials to conduct work activities; initiates requests for new or replacement items.
- Communicates with supervisor, employees, other departments, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems; responds to requests for service or assistance.
- Prepares or completes various forms, reports, time cards, supply lists, or other documents.
- Receives various forms, reports, correspondence, equipment operating manuals, procedures, handbooks, reference materials, manuals, or other documentation; reviews, completes, processes, forwards or retains as appropriate.
- Operates general office equipment as necessary to complete essential functions.
- Performs other related duties as required including assisting on-call personnel as needed and if available.

### **MINIMUM QUALIFICATIONS**

#### **Education and Experience:**

Requires a High school diploma or GED; one (1) year of experience in electrical work; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

#### **Licenses or Certifications:**

- Possess and maintain a Flagger certification , and a Level 1 Technician certification ,
- Possess and maintain a valid Georgia driver's license, with a satisfactory motor vehicle record (MVR).

#### **Special Requirements:**

- None

#### **Knowledge, Skills and Abilities:**

- Ability to learn, comprehend, and apply all city or departmental policies, practices, and procedures necessary to function effectively in the position.
- Ability to determine, calculate, tabulate, or summarize data/information. Includes performing subsequent actions in relation to these computational operations.

- Ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.
- Ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.
- Ability to utilize a wide variety of reference and descriptive data and information.
- Ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs.
- Ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.
- Ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

### **PHYSICAL DEMANDS**

The work is heavy work which requires the ability to exert heavy physical effort in heavy work, with greater emphasis on climbing and balancing, but typically also involving some combination of stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (50-100 pounds). Tasks also require the ability to perceive and discriminate colors or shades of colors, sounds, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

### **WORK ENVIRONMENT**

Work is regularly performed with exposure to adverse environmental conditions, such as dirt, dust, pollen, wetness, humidity, rain, temperature and noise extremes, electric currents, traffic hazards and heights up to 40ft

**The City has the right to revise this job description at any time. This description does not represent in any way a contract of employment.**

*The City of Roswell, Georgia commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.*