City of Woodland

SIGNS AND MARKING TECHNICIAN

DEFINITION

To oversee and perform a variety of skilled work involving the construction, maintenance, and repair of the City's traffic signs and markings.

SUPERVISION RECEIVED AND EXERCISED

General supervision is provided by the Operations and Maintenance Manager/Superintendent. This journey level position may include providing oversight and training for semi-skilled and skilled maintenance personnel.

EXAMPLES OF DUTIES

The following are typical illustrations of duties encompassed by the job class, not an all inclusive or limiting list.

ESSENTIAL JOB FUNCTIONS

Paint, install, and maintain City street signs, striping and reflective markers. Design and manufacture street name signs, City facility signs, and certain regulatory signs. Interpret and apply relevant codes, rules, and regulations as specified in the Traffic Control Handbook, Caltrans Specifications and Manual Uniform Traffic Control Devices. Provide general information to the public, other city departments, and vendors pertaining to area of assignment; investigate and respond to citizen inquiries and complaints regarding area of assignment. Comply with the policies and procedures in the Department Illness and Injury Prevention Program; utilize proper safety precautions and set a positive example for others. Regular and consistent attendance.

OTHER JOB FUNCTIONS

Assist in the planning and layout of traffic control devices including safe work zones. Perform preventive maintenance and minor repairs on assigned equipment such as compressors, paint sprayers, and stencils. Coordinate with Traffic Engineering to install new or modified signing and/or striping. Requisition and purchase materials and supplies; assist in maintaining expenditure records for materials and services; maintain records and prepare reports regarding work performed. Prepare sketches for installation of traffic control devices. Assist in the training, and evaluation of assigned crew members. Respond to emergency situations after regular working hours. Work cooperatively with others. Drive vehicles and equipment as required. Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:
Manual Uniform Traffic Control Devices, the Traffic Control Handbook, and CALTRANS Specifications. Methods, tools and materials used to manufacture and install signs, lay thermoplastic, and apply paint to asphalt and concrete. Apply raised pavement markers. Hazards associated with the assigned work and proper safety precautions including traffic control devices. Principles of training. Operation and maintenance of light and heavy power driven equipment.

Skill to:
Perform highly skilled work in the manufacture and installation of signs and in the painting and maintenance of all traffic markings. Interact effectively and courteously with contractors, other agencies and the public. Use and operate tools and equipment required for the work in a safe and efficient manner. Work independently prioritizing projects and establishing schedules. Communicate effectively, both orally and in writing. Provide technical direction, assign work, and train less experienced personnel. Read and interpret plans and specifications. Maintain routine records. Train less experienced personnel. Establish and maintain effective work relationships with those contacted in the performance of required duties.

Ability to:
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals. Lead, organize and review the work of maintenance staff in the area of work assigned. Perform heavy manual labor. Operate a variety of equipment in a safe and effective manner. Gather data and prepare reports related to public inquiries and requests, personnel matters, state mandated requirements and other construction related matters; maintain accurate and concise reports.

Minimum Education and Experience:

Education:
High School Diploma or equivalent supplemented by course work from an accredited college or university in a closely related field to this classification.

Experience:
Three years of experience performing duties comparable to those of a Maintenance Worker II with at least one year working in the area of signing and striping.

License and Certificate:
Required upon hire, possession of a valid Class B California Driver's License with Tank and Air Brake Endorsement; possession of valid First Aid and CPR certifications; possession of a Signs and Markings Specialist Level 2 certificate from the International Municipal Signal Association; must obtain a Signs and Markings Specialist Level 3

Certificate from the International Municipal Signal Association prior to permanent appointment.

Council Action: June 20, 2006