



<b>DATE</b>	June 2021
<b>JOB CODE</b>	
<b>FLSA</b>	NON-EXEMPT
<b>EEO</b>	

JOB TITLE: Signal Technician  
 DEPARTMENT/DIVISION: Public Works  
 REPORTS TO: Traffic Operations Supervisor

**SUMMARY:** Responsible for assisting in the installation, repair, and maintenance of electronically controlled traffic control devices, arterial street lighting and school zone flashers; responds to emergency situations regarding signals, flashers and downed stop signs; assists in training signal crew members. Work is performed with limited supervision.

**ESSENTIAL JOB FUNCTIONS:**

- Performs line locates for underground traffic signal and lighting equipment as needed.
- Assists with the inventorying of materials and equipment.
- Assists with performing maintenance on message boards, generators and other traffic signal and control equipment as needed.
- Programs and places message boards for special events or emergencies, as needed.
- Assists in the installation, troubleshooting and repair of school zone flashers and City-owned and maintained street lighting.
- Installs, troubleshoots and repairs traffic signal equipment.
- Inspects traffic signal equipment at operational intersections to ensure signals and school zone flashers are operating as programmed.
- Assists with responding to trouble calls on equipment malfunctions; identifies problem; repairs or replaces faulty equipment; documents trouble call and problem resolution
- Routinely patrols streets to identify traffic signals that may need repair.
- Assists with performing routine maintenance on traffic control devices and other equipment.
- Reads and interprets product safety data sheets, plans, schematics, blueprints and other diagrams; such as technical manuals, NEC and MUTCD.
- Replaces parts such as load switches, relays and flashers and documents process.
- Makes recommendations and carries out plans with Supervisor approval.
- Implements safety procedures at job sites.
- Performs manual traffic and pedestrian counts.
- Completes work orders summarizing daily work tasks.
- Cleans work sites and restores landscaping to original condition upon project completion.
- May be required to remove debris, fallen trees and limbs; replace streets signs during or after hazardous weather or other emergencies.
- Prepares and maintains a variety of daily work, maintenance history and work order records related to division repairs and operational activities.
- Participates in training signal crew members on work procedures and practices.

- Participates in/on a variety of meetings, committees, and/or other applicable groups to receive and/or convey information.
- Responds to emergency and on-call situations.
- Performs other duties as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of basic electronic and electrical principles
- Knowledge of safe work methods
- Skilled in reading and interpreting schematics and blueprints
- Skilled in troubleshooting and resolving problems related to traffic signals and roadway lighting.
- Knowledge of electrical codes, electronic circuits and circuit logic.
- Knowledge of the Manual of Uniform traffic Control Devices.
- Skilled in applying independent judgment, personal discretion, and resourcefulness in interpreting and applying guidelines
- Skilled in operating applicable tools and equipment of the trade
- Skilled in performing routine repair and maintenance activities
- Skilled in performing basic construction activities
- Skilled in performing manual labor
- Skilled in observing safety rules and regulations
- Skilled in operating a computer and related software applications
- Skilled in communicating effectively with a variety of individuals
- Able to read and interpret schematics, blueprints, and other diagrams; such as technical manuals, NEC and MUTCD.
- Skilled in in troubleshooting and resolving electronics related problems.
- Skilled in oral and written communication
- Skilled in basic mathematical calculations
- Skilled in planning and coordinating work site activities
- Ability to maintain accurate and complete records
- Ability to change ballast, capacitors, bulbs and fuses in roadway lighting.
- Ability to work with voltages that vary 120/240, 240/480, & straight 480
- Must be able to identify colors

**MINIMUM QUALIFICATIONS:**

- High School Diploma or G.E.D
  - One year of related traffic signal installation experience
- OR
- An equivalent combination of education, experience and training that provides the required knowledge, skills and abilities.

**PREFERRED**

- Work Zone Safety Certification

- IMSA Signals Level I
- Class A CDL

### **WORKING CONDITIONS:**

- Frequent climbing, balancing, reaching, sitting, standing, walking, stooping, kneeling, crouching, talking, seeing, hearing, driving and manual dexterity.
- Occasional lifting and carrying of over 100 pounds.
- Work is typically performed in standard office and outdoor environments, with potential exposure to adverse weather conditions.
- Work is performed in high and precarious places and near moving mechanical parts.
- Must be able to work in a bucket truck at heights up to 60’.
- Potential exposure to risk of electrical shock, vibration, fumes and airborne particles.
- Regular and consistent attendance for assigned work hours, on call and overtime is essential.

### **CONDITIONS OF EMPLOYMENT:**

- Must possess a valid motor vehicle driver license.
- Must pass pre-employment drug test.
- Must pass criminal history check.
- Must pass motor vehicle records check.
- Class A CDL within 6 months of employment
- Work Zone Safety Certification within 1 year of employment
- IMSA Signals Level I Certification within 1 year of employment