



DATE	July 2023
JOB CODE	
FLSA	NON-EXEMPT
EEO	

JOB TITLE: Signs & Markings Crew Member
DEPARTMENT/DIVISION: Public Works
REPORTS TO: Traffic Operations Supervisor

SUMMARY: Responsible for performing work related to installing traffic signs, banners, and pavement markings in accordance with standards and regulations. Work is performed with close supervision (although most tasks are so routine that little supervision is required).

ESSENTIAL JOB FUNCTIONS:

- Installs and maintains traffic signage and banners.
- Installs and maintains pavement markings.
- Assists in the fabrication of signage.
- Completes daily reports on all field activities, dispatched calls, work orders, daily service requests and provides information for cost analysis reports.
- Performs layout procedures for pavement markings such as thermoplastics, reflective road tape; applies thermoplastics to streets using heated adhesives.
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- Maintains stock levels on trucks such as sign clamps, poles and concrete on weekly basis.
- Constructs and installs traffic barricades on monthly basis.
- Identify visibility obstructions and inform Crew leader or Supervisor of its existence.
- Measures lanes when preparing sites for markings.
- Sets cone transition lanes when conducting sign/markings work in traffic areas and sets out traffic warning signs at appropriate locations.
- Responds to emergency and on call situations.
- Performs other duties as assigned.

SUPERVISORY/BUDGET RESPONSIBILITIES:

- None.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of basic construction principles
- Skilled in performing basic mathematical calculations
- Skilled in performing manual labor
- Skilled in performing basic maintenance and repair activities
- Skilled in utilizing applicable tools and equipment of the trade
- Skilled in communicating effectively with a variety of individuals
- Ability to read and write in English.

- Basic knowledge of computers and the use of Microsoft Office.

MINIMUM QUALIFICATIONS:

- High School Diploma or G.E.D.

PREFERENCES:

- Six months of related maintenance and/or construction experience.
- Work Zone Safety Certification
- IMSA Level I Certification

WORKING CONDITIONS:

- Frequent climbing, balancing, reaching, sitting, standing, walking, stooping, kneeling, crouching, talking, seeing, hearing, driving and manual dexterity.
- Occasional lifting and carrying up to 100 pounds.
- Work is typically performed in both 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.
- Potential exposure to risk of electrical shock, vibration, fumes, and airborne particles.
- Subject to Emergency after hours call back as needed.

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.
- Work Zone Safety Certification is required within one year.
- IMSA Level I Certification is required within one year.