



**TRAFFIC SIGN TECHNICIAN, LEAD**

**Department: Planning and Public Works**

**Job Code: 568400**

**Pay Range: Maintenance/Trades 17**

**FLSA: Non-Exempt**

**Represented: Yes**

Classification descriptions are intended to present a descriptive list of the range of duties performed by employees in this class and are not intended to reflect all duties performed.

**GENERAL FUNCTION:** Employees occupying the positions of this class are responsible for performing as well as monitoring and assigning the work of other employees in the areas of the installation, maintenance, and repair of highway signs, sign supports, pavement markings, roadway striping, and traffic control devices.

**SERIES CONCEPT:** The Traffic Sign Technician, Lead is the second of a two level series. This classification is distinguished from the Traffic Sign Technician classification by exercising a greater degree of independent action and judgment and the requirement to perform "lead" functions. Incumbents are expected to refer difficult matters to superiors.

**ESSENTIAL FUNCTIONS:**

- Assign work to a specific work unit and ensure tasks are completed correctly and timely.
- May approve leave requests and work schedules.
- Provide input on performance evaluations.
- Provide training to new and existing staff.
- Paint roadways with striping truck as the operator/driver of the primary line striper.
- Develop, implement, and monitor traffic control plans for worksites.
- Assist supervisor in previewing, locating and marking proper sign placement.
- Establish striping pattern layout on new/black pavement from plans or inventoried records.
- Install and replace signs, sign components, and sign posts, using a variety of equipment and tools such as hand diggers, portable power augers, and pavement breakers; install overhead signs as required or directed.
- Operate various road and maintenance equipment; inspect/test/measure sign installations for adequacy per County standards; wash signs; perform routine maintenance work on signs and equipment.
- Prepare field layout and install stop bars, pedestrian crossings and turn arrows with paint or thermo-plastic materials; paint curbing with curb striping truck; replace and make new installations of traffic raised pavement markers, rumble bars, and other traffic control devices.
- Assist district-wide crew or acts independently in the installation of original signs; place utility locate request demarcations, and perform locating services of existing traffic control devices; install and replace shoulder delineators; take traffic counts and radar speed studies.
- Document and report work with computerized or other electronic devices, including the use of asset management and timekeeping programs.
- Lift, carry, and operate equipment or materials weighing up to 50 lbs.
- Perform outdoor physical labor for extended periods of time under unfavorable weather conditions.
- Perform proper traffic control signing and flagging in and around work areas.
- Maintain regular, predictable and punctual attendance during regularly scheduled work hours at assigned worksite.

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- Meet the traveling requirements of the position.
- Perform the physical requirements of the position; works within the established working conditions of the position.
- Work a flexible schedule, which may include evening, weekends, holidays and overtime.

**OTHER JOB FUNCTIONS:**

- Perform other job functions as assigned

**SUPERVISION EXERCISED AND RECEIVED:** This job class does not exercise supervisory duties over other staff. However, incumbents are responsible to lead and assign work to other employees. Work is subject to review by the Traffic Operations Supervisor or designee while in progress and upon completion, for adherence to instructions and conformance to standards.

**WORK ENVIRONMENT:** The work environment characteristics described herein are representative of those an employee encounters while performing the essential job functions of the position. The Traffic Sign Technician works in shop and field environments. Work may be on 24-hour call, indoors or outdoors, and may be hazardous.

**PHYSICAL REQUIREMENTS:** The physical demands described herein are representative of those that must be met by the employee to successfully perform the essential job functions of the position. The physical activities include: the use of finger and hand dexterity to use and operate a variety of hand and power tools and equipment; the use of eye sight to inspect work site, read and follow instructions and regulations; the ability to drive to various work locations; the position is subject to prolonged physical exertion and hazardous road conditions; and frequent lifting of equipment and material, often weighing more than 50 pounds.

**KNOWLEDGE, SKILLS AND ABILITIES**

**Knowledge of:**

- Principles and practices of effective supervision.
- County traffic sign and road maintenance programs.
- The occupational hazards and safety precautions applicable to the work.
- The applicable traffic laws, ordinances, and rules.

**Skill in:**

- Operation, maintenance, and driving of primary striping truck and associated activities.
- Maneuvering vehicles through traffic and into tight spaces.
- Use and operation of a personal computer and related work instruments.

**Ability to:**

- Plan, assign, coordinate, and monitor the work of co-workers.
- Operate a variety of trucks and related motorized equipment.
- To respond in a positive manner to requests and inquiries from the public.
- Work independently.
- Perform proper traffic control signing and flagging in and around work areas.
- Perform outdoor physical labor for extended periods of time under unfavorable weather conditions.
- Detect needed repairs and to make necessary adjustments to equipment.
- Neatly and accurately prepare written and computerized reports and records.

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- Work independently.
- Work effectively and productively with others.
- Understand verbal and written instructions and follow standards, guidelines, procedures, and policies.
- Effectively communicate, both orally and in writing.
- Establish and maintain effective working relationships with other County employees.
- Maintain regular, predictable and punctual attendance during regularly scheduled work hours at assigned worksite.
- Bend, stoop, lift, climb, and walk on uneven terrain.
- Meet the traveling requirements of the position.
- Physically perform the essential job functions.

**MINIMUM RECRUITING REQUIREMENTS TO APPLY:**

- Three or more years of related work experience required, or any equivalent combination of education and experience.
- A Washington State Commercial Driver’s License with air brake restriction removed and tank endorsement required.
- International Municipal Signal Association (IMSA) Certification desired
- At least one season of demonstrated experience in three of the four programs in which Traffic Sign Technicians work is preferred. Those programs are: Striping, Marking, Buttoning and Traffic Sign Fabrication.
- Certification as a Traffic Control Supervisor is desirable.

**SPECIAL REQUIREMENTS AND/OR CERTIFICATIONS:** Satisfactory physical condition is required, as indicated by a County approved physical, which includes drug testing. Schedule adjustments may be required with short notice. Ability to successfully complete all required background investigations prior to start of employment.