

SIGN INSTALLATION TECHNICIAN

Code No. 3-14-499
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a technical position in a town responsible for the fabrication, installation, replacement and maintenance of traffic signs. Duties also include cross walk and pavement marking activities, and snow plowing/salting in the winter season. The employee reports directly to, and works under the general supervision of a higher level staff member. Lead or direct supervision may be exercised over subordinate staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed)

Leads and/or participates in the fabrication, installation, replacement and maintenance of traffic signs within a town;

Utilizes computer software to create the front fascia and attach it to metal sign plates;

Performs layout of signs and striping of town parking lots, cross walks, stop lines and athletic fields;

Operates special equipment for the installation of signs;

Interprets specifications as set forth in the Uniform Manual of Traffic Control Devices for compliance with approved sign installation techniques;

Maintains municipal sign inventory and purchases materials (ex. sign blanks, vinyl, hardware, telspar, and delineators);

Writes up and/or interprets work orders, diagrams and scale drawings required for pavement markings;

Maintains records and prepares reports, including but not limited to maintaining records of work performed and materials used;

Operates snow plowing equipment during the winter months; assesses any repair needed to mailboxes after paving and snow plowing events and follows through with necessary steps to replace items.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the operation of sign fabrication and installation equipment; good knowledge of the Manual on Uniform Traffic Control Devices (MUTCD); good knowledge of the material used in the preparation of signs; good knowledge of pavement marking techniques and practices; good knowledge of sign installation techniques and practices; ability to operate sign installation equipment and other motor equipment such as snow plows and 10 wheel dump truck; ability to supervise or provide lead supervision when required; ability to operate a computer and utilize related software such as computer graphics as well as printer set-up to create signs; ability to read plans to determine placement and type of signs; ability to keep records and reports; ability to perform manual labor; ability to communicate effectively orally and in writing; ability to establish and maintain

good working relationships; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma plus three (3) years paid full-time or its part-time equivalent experience in the maintenance, installation and repair of signs and sign structures.

SPECIAL REQUIREMENTS: Possession of a valid New York State driver's license appropriate to the vehicle(s) operated.

It is the jurisdiction's responsibility for ensuring the employees possess valid licenses appropriate to the type of vehicle(s) being operated.

Monroe County Civil Service Commission

ADOPTED: November 4, 2010

REVISED: December 3, 2020