



SIGN MAINTENANCE WORKER

Classification Title: 405
FLSA: Non-exempt
EEOC: 07

GENERAL STATEMENT OF DUTIES:

This is an entry-level classification for the Sign Maintenance Worker series. This classification operates automotive light equipment used in repairing and replacing traffic control signs and devices. Installs plastic pavement markings (Legends). This classification also operates power tools, airless spray guns and other equipment required to make signs and other traffic control devices.

SUPERVISION RECEIVED:

Works under the direct supervision of the Sign Shop Supervisor or the lead direction of a crew leader or other lead worker who assigns work, observes performance and instructs in proper methods.

SUPERVISION EXERCISED:

Supervision of other employees is not a responsibility of this classification; however, may exercise lead direction over lower level [temporary] workers.

EXAMPLES OF DUTIES: (Duties may include, but are not limited to the following)

1. Operates automotive and light trucks [including 10-12 yard dump truck, aerial truck and fork lift] in repairing and replacing traffic control signs and devices.
2. Operates a variety of airless spray machines and spray guns in installing and replacing pavement markings on roadways; may clean spray equipment and stencils of dried paint wastes; may drum dried paint and paint-related wastes and transport to hazardous waste storage areas for disposal according to training.
3. Installs pavement markings [Legends] in plastic.
4. Operates computer sign plotter in making a variety of traffic control signs.
5. Maintains written and computerized records of sign maintenance and all other work performed including completing daily time cards.
6. Performs routine maintenance on flashing lights, replacing bulbs, lenses and flashers using aerial truck.
7. Operates all dump trucks and flatbed trucks for hauling paint equipment, material and aluminum.
8. Operates pilot vehicles, flagging traffic, during roadway striping.

9. Repairs paint equipment for stripers and airless spray equipment.
10. Operates chain saws, drills, power saws and other small tools in making signs, stencils and other traffic control devices.
11. Performs other related duties as assigned.

RECRUITING REQUIREMENTS**KNOWLEDGE, SKILLS AND ABILITY:**

Knowledge of operation, maintenance and servicing of motorized equipment; ability to operate automotive and light trucks safely in adverse weather conditions; skill in performing manual work; effective reading comprehension skills; effective oral and written communication skills; skill in completing work reports and time cards and basic computer entry; ability to establish and maintain good working relationships with co-workers and the public.

EXPERIENCE AND TRAINING:

1. Graduation from high school or equivalent; **AND**
2. Two [2] years experience in sign shop maintenance which includes the operation of light road maintenance equipment and the performance of semi-skilled manual tasks; **OR**
3. Any satisfactory equivalent combination of education, training and/or experience relevant to the position.

SPECIAL CHARACTERISTICS:

1. Positions in sign maintenance require an Oregon CDL-A license with tank and hazardous materials endorsement within five [5] months of appointment.
2. Must be able to pass a pre-employment physical examination by a County-appointed medical doctor.
3. Final candidate selected for position will be required to pass a pre-employment drug and alcohol screening.
4. Must possess, or obtain within 30 days of hire, a valid Oregon driver's license. Must possess, at time of hire, and maintain an acceptable driver's record.
5. Must pass a criminal history background investigation; however, conviction of a crime may not necessarily disqualify an individual for this classification.

Adopted: 5/04**MR: 5/04**