



## City of Irving Job Description

### Traffic Signal Technician II

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<b>FLSA Status:</b>	Non-Exempt	<b>Job Department:</b>	Traffic & Transportation
<b>Job Code:</b>	40512	<b>Reports To (Job Title):</b>	Traffic Signal Supervisor

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#### PURPOSE

To perform skilled work on the installation, operation, and maintenance of electrical, electronic, and digital controlled traffic signals and lighting systems.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.\*

- Work as the lead crew member in the maintenance and construction of traffic signals.
- Operate equipment in signal installation such as dump trucks, air compressors, jackhammers, trenchers, backhoes, bucket trucks, pole trucks, and forklifts.
- Prepare reports and keeps time, material, and equipment used records.
- Order and purchase material and equipment necessary.
- Participate in signal installation activities including pouring and finishing concrete foundations, setting pull boxes, measuring and cutting wire, and wiring the controller cabinet and other electrical components.
- Install and maintain conduit under streets and drives and connects to foundations and pull boxes.
- Wire, drill, install, assemble, and repair signal poles and heads, pedestrian heads, push buttons, luminaries, and wire loops.
- Perform minor mechanical maintenance work on equipment and notify supervisor of major repairs.
- Locate utilities and other work hazards prior to digging.
- Assist in the determination and confirmation of proper placement of traffic signals.
- Transport necessary equipment and supplies to and from the work site.
- Perform related duties as assigned, which includes cross training.

#### OTHER DUTIES AND RESPONSIBILITIES

- Respond to after-hours call back for emergency conditions as necessary.

#### SUPERVISORY RESPONSIBILITIES

Functional and Technical Supervision - Regular responsibility for giving direction and guidance to employees as a lead worker, project manager or internal advisor. As an ongoing part of the position, the employee can expect to supervise approximately 2 employees.

## **FINANCIAL / BUDGETARY RESPONSIBILITY**

City issued P-Card to purchase supplies and materials.

## **QUALIFICATIONS:**

The requirements listed below are representative of the knowledge, skill, and/or ability required.\*

### **EDUCATION**

- High School Diploma or equivalent *plus* advanced electronic training.

### **EXPERIENCE**

- Minimum of two (2) years of experience in the installation, maintenance, and repair of electronic and digital signal control devices.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

- Valid Texas Commercial Driver's License Class A
- IMSA or TEEEX Work Zone Safety Certification
- IMSA Traffic Signals Level I Certification
- Roadway Worker Protection Certification

### **KNOWLEDGE OF**

- English Language: The structure and content of the English language, including the meaning of words and grammar.
- Texas Municipal Uniform on Traffic Control Devices (TMUTCD)
- Maintenance Principles: Processes involved in upkeep of property and equipment to the optimum state of cleanliness, repair, and efficiency.
- Customer Service: Principles and processes for providing customer and personal services including a desire to help customers regardless of their circumstance.
- Computers and Electronics: Electric circuit boards, processors, chips, and computer hardware and software.
- Construction Principles: Materials, methods, and the appropriate tools to construct objects, structures, and buildings.
- Electrical Code: Proper techniques for installing, repairing, & modifying electrical systems.

### **SKILLS AND ABILITIES IN**

- Accuracy: Paying attention to detail in dealing with numbers, words, and ideas.
- Active Learning: Working with new material or information to grasp its implications.
- Active Listening: Listening to what others are saying and asking questions as appropriate.
- Cooperation: Establishing and maintaining positive working relationships with those contacted in the course of work.
- Functional Supervision: Motivating, developing, and directing people as they work.

- Management of Material Resources: Obtaining and seeing to the appropriate use of equipment, facilities, and materials needed to do certain work.
- Service Orientation: Actively looking for ways to help people.
- Direction and Instructional Comprehension: Interpreting a variety of instructions furnished in written, oral, diagram, or schedule form.
- Written and Oral Expression: Communicating information and ideas in writing, as well as through speech, so others will understand.
- Sequencing: Correctly following a given rule or set of rules to arrange things or actions.
- Oral Comprehension: Listening to and understand information and ideas presented through spoken words and sentences.
- Prioritization: Selecting, from multiple options, activities to achieve a goal.
- Reading Comprehension: Reading and interpreting documents.
- Self-Management: Working independently and without supervision.

## **GUIDANCE RECEIVED**

### **On-going Instructions and Range of Procedures**

Follows a range of established procedures, work methods and direct instructions. Must determine which procedure or method applies to each task or assignment and has some flexibility about the sequence of work. Issues outside of specific instructions and procedures are referred to supervisor or more senior position.

## **CONTACTS**

Occasionally works with contractors and vendors.

## **EQUIPMENT AND PROPERTY**

This position operates equipment in signal installation such as dump trucks, air compressors, jackhammers, trenchers, backhoes, bucket trucks, pole trucks, and forklifts.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.\*

The employee constantly is required to carry, drive a vehicle, grasp, handle, feel, lift up to 10 pounds, listen, see, sit, stand, talk, and/or walk. Frequently, s/he is required to climb, kneel, push, pull, lift up to 50 pounds, and/or stoop. Occasionally, s/he is required to balance, lift up to 100 pounds, and/or smell. Rarely, s/he is required to lift over 100 pounds.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.\*

The employee regularly is exposed to extreme vibration, confining work space, dirty environment, electrical hazards, extreme temperatures or weather conditions, air contamination, high and precarious work spaces, moving mechanical parts, noise, hazardous traffic conditions, violence, and/or toxic or caustic materials. This job requires the employee to make decisions directly affecting the safety of others. The noise level in the work environment is usually moderate.

\* Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Note:** A class specification is a general listing of duties, responsibilities, knowledge, skills, and abilities required of an incumbent assigned to a particular class of work. There may be one or multiple positions assigned to a single classification; therefore, the class specification lists those work attributes that are common to every incumbent in the class.