



## City of Irving Job Description

### Traffic Signal Technician I

---

<b>FLSA Status:</b>	Non-Exempt	<b>Job Department:</b>	Traffic & Transportation
<b>Job Code:</b>	40732	<b>Reports To (Job Title):</b>	Traffic Signal Supervisor

---

#### **PURPOSE**

To 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.\*

- Troubleshoot, repair, and maintain traffic signal control devices, systems, and auxiliary equipment.
- Operate equipment in signal installation such as dump trucks, air compressors, jackhammers, trenchers, backhoes, bucket trucks, pole trucks, and forklifts.
- Interpret plans and specifications to ensure correct installation and maintenance of traffic signal systems.
- Wire, drill, install, assemble, and repair signal poles, arms, heads, push buttons, luminaries, and wire loops.
- Install traffic pole and controller cabinets on concrete bases and changes controllers, conflict monitors, load switches, or relays as needed.
- Perform minor maintenance work on equipment and notifies supervisor of major repairs.
- Participate in the traffic signal and roadway lighting preventive maintenance program.
- Clean and maintain tools, equipment, and assigned vehicle.
- Transport necessary equipment and supplies to and from the work site.
- Perform related duties as assigned including cross training.

#### **OTHER DUTIES AND RESPONSIBILITIES**

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

#### **SUPERVISORY RESPONSIBILITIES**

Supervisory responsibility is not a regular part of the position.

#### **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**

- Equivalent to the completion of 12th grade, *plus* advanced electronic training.

### **EXPERIENCE**

- Minimum of one (1) year experience in the installation, maintenance, and repair of electrical and electronic traffic 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.
- 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.
- 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: 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.
- 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.
- Sequencing: Correctly following a given rule or set of rules to arrange things or actions.
- Oral Expression: Communicating information and ideas in speaking so others will understand.
- 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**

### **Detailed Instructions and Standardized Procedures**

Follows standard procedures and/or detailed instructions that apply to each task or assignment; situations that cannot be handled under standard operating procedures are referred to a supervisor or more senior position.

## **CONTACTS**

Occasionally, this position 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, listen, reach, see, sit, smell, stand, talk, and/or walk. Frequently, s/he is required to kneel, push, and/or pull. Occasionally, s/he is required to climb and/or lift up to 50 pounds. Rarely, s/he is required to lift up to 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.