

JOB DESCRIPTION
CITY OF SPRINGFIELD, MO

HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION

Job Title	<u>Signal Crew Worker</u>
Sch & Grade	<u>PAT-6</u>
Class Code	<u>CO17</u>
FLSA Status	<u>Non-exempt</u>
Bargain Unit Elig.	<u>AFSCME</u>
Occupational Group	<u>Traffic Signal Repair</u>

PRIMARY FUNCTION:

Participates in the assembly, installation, repair and maintenance of solid state electronic traffic control equipment including ITS field hardware, communications system, and other related electrical traffic management and control equipment while acquiring the knowledge and experience required for appointment to the position of Signal Technician. Work is directed, instructed, and monitored primarily by Senior Signal Technicians.

SUPERVISION:

Supervised by the Supervisor of Signal Operations. Receives direction from Supervisor of Signal Operations, Signal Operations Coordinator, Senior Signal Technicians, and Signal Technicians.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Participates in the assembly, installation, repair and maintenance of solid state traffic signal equipment and other electronic traffic control devices under the direction and instruction of signal technicians.
2. Performs routine maintenance and troubleshooting work such as changing out traffic signal LED indications and realigning signals.
3. Tests and services signal controllers.
4. Runs basic electrical or electronic diagnostic test equipment and interprets results.
5. Assists in identifying, repairing and/or replacing defective parts in traffic signal equipment.
6. Utilizes software applications such as word processing, spreadsheets, and databases as required.
7. Prepares required work reports and maintains necessary records.
8. Performs general construction and reconstruction related traffic repair work such as pulling cable.
9. Drives vehicles such as pick-ups, vans, lift trucks, etc. to a variety of work sites.
10. Operates articulating equipment such as bucket or boom trucks.
11. Reads and interprets electrical blueprints, technical repair manuals, and schematic diagrams.
12. Utilizes a variety of tools and equipment associated with signal maintenance and repair including solder iron, VOM, drills, saws, etc.

IMPORTANT FUNCTIONS:

1. Attends workshops, seminars, and other training for professional development purposes.
2. Performs office administration tasks such as filing, copying, faxing, and data entry work.
3. Cleans tools and maintains a neat and orderly work area.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills or abilities:

Knowledge

Basic understanding of principles and terminology of electricity and electronics including techniques, tools, methods and materials used in electric wiring and circuitry.

Abilities

Assist in the assembly, installation, maintenance and repair of solid state traffic signal equipment and other electronic traffic control devices; read and understand electrical blueprints; utilize tools and equipment associated with traffic signal maintenance and repair in accordance with safety principles; work at heights up to forty (40) feet above the ground; follow oral and written instructions; communicate effectively verbally; deal effectively and courteously with associates and the general public; present an overall professional image; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of a team in carrying out the City's stated mission and philosophy; perform the essential functions of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

An Associate's Degree from an accredited college or university in Electronics plus two years of experience in electronics work; or any combination of college level coursework and job experience in electronics or a directly related area that is equivalent to a combination of four years.

Physical Requirements

Bends, climbs, squats, twists, kneels, and reaches both to ground level and overhead; lifts and carries up to 75 pounds; pushes and pulls up to 150 pounds; must have ability to operate a computer keyboard and mouse as well as hold and grip objects; subject to periods of prolonged standing and working in awkward positions; must be able to distinguish primary colors associated with wiring for signals.

Working Environment

Primarily outdoors with exposure to dust and pollen as well as a variety of extreme weather conditions; susceptible to electrical and mechanical hazards associated with equipment and signals as well as other safety hazards due to working in and around traffic; may also be subject to working in cramped work spaces.

Licensing/Certification

Must possess a valid Missouri Motor Vehicle Operator's License.

Miscellaneous Requirements

Participates in night and/or weekend work with other traffic signal repair workers or crew workers under emergency call-in.

Last Revision:	February 16, 2012	GENERAL ORDINANCE NO. 4936
Comments:	Updated Abilities	Date: October 11, 1999

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.

Signed: _____ **Date:** _____