

**JOB DESCRIPTION  
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT  
EMPLOYMENT AND  
COMPENSATION DIVISION**

Job Title Traffic Controls Working Leader  
Sch & Grade CTL-10  
Class Code HA26  
FLSA Status Non-Exempt  
Bargain Unit Elig. SEIU  
Occupational Group Maintenance

**PRIMARY PURPOSE:**

Supervises and participates in the application of traffic control markings on pavement.

**SUPERVISION:**

Under the general supervision of Traffic Operations Supervisor; supervises crewmembers.

**DESCRIPTION OF WORK:**

**ESSENTIAL FUNCTIONS:**

1. Plans, directs, and participates in the work of a crew responsible for the layout and application of traffic control pavement markings with large paint machine.
2. Schedules and assigns work for the small paint machine crew, pavement marking tape crew, and sign installation crews.
3. Investigates complaints regarding existing pavement markings and signs.
4. Reads and interprets engineering blueprints and other construction drawings to determine the required materials for installation of pavement markings and signs.
5. Directs the maintenance striping equipment for efficient operation which includes breaking down the equipment, cleaning it, and assembling the parts.
6. Performs maintenance and makes minor repairs to the painting equipment on a daily basis; troubleshoots when breakdowns occur.
7. Operates the large and small paint striper daily on city streets.
8. Utilizes equipment as well as hand and power tools such as drills, saws, etc. to maintain, repair, remove, and install pavement markings and traffic signs in accordance with specifications.
9. Provides training for workers assigned to pavement marking and sign crews to develop individual skills and cross training.
10. Maintains appropriate paint material inventories required for daily work.
11. Accesses, reviews, and updates computerized inventory of traffic control devices.
12. Prepares reports and maintains records regarding productivity, measurements, time for crewmembers, etc.
13. Utilizes appropriate safety equipment and procedures.

**IMPORTANT FUNCTIONS:**

1. Attends workshops, seminars, conferences, and other training for professional development purposes.

*Performs related work as required.*

**QUALIFICATIONS REQUIRED:**

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

**Knowledge**

Principles, procedures, and equipment used in the application of traffic control markings on pavement; procedures used for sign installation along streets and in parking lots.

**Abilities**

Supervise, direct, and participate in the operation and maintenance of traffic control paint equipment as well as sign installation equipment; perform preventive maintenance and minor repairs on painting equipment; maintain accurate records and prepare reports; read and interpret engineering blueprints and other construction drawings; ability to learn computer software applications; follow oral and written instructions; communicate effectively verbally and in writing; deal effectively and courteously with associates and the general public; model and promote acceptance and respect for differences among employees and citizens; perform effectively as a member of a team in carrying out the City's stated mission and philosophy; present an overall professional image; perform the essential functions of the job without posing a direct threat to the health and safety of others.

**Experience, Education, and Training**

Typically requires three years of experience in the operation and maintenance of traffic control installation equipment of which one year must be in the operation of a large (120 gallon minimum capacity) paint striper for center lines and lane lines.

**Physical Requirements**

Performs bending, squatting, walking, crawling, climbing, kneeling, and reaching both to ground level and overhead; lifts and carries up to 75 pounds; pushes and pulls up to 150 pounds; holds and grips objects; distinguishes paint colors used for pavement marking; may be required to stand or sit for long periods of time.

**Working Environment**

Primarily outdoors with exposure to dust and pollen; subject to a variety of extreme weather conditions; susceptible to mechanical and chemical hazards associated with equipment and paint; subject to other safety hazards associated with working in and around traffic; exposure to strong fumes and odors relating to paint and constant noise from machines and equipment.

**Licensing/Certification**

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

**Miscellaneous Requirements**

None required.

<b>Last Revision:</b>	February 21, 2012	<b>GENERAL ORDINANCE NO.</b> 3391
<b>Comments:</b>	Updated Abilities	<b>Date:</b> February, 1983

**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:** \_\_\_\_\_