



DEPARTMENT OF HUMAN RESOURCES
CITY & SCHOOLS

CITY OF STAUNTON
POSITION DESCRIPTION

JOB TITLE: Maintenance Worker – Traffic Control	DEPARTMENT: Public Works
IMMEDIATE SUPERVISOR: Equipment Maintenance/Traffic Superintendent	GRADE/RANK: Grade 7
	FLSA/ESSENTIAL STATUS: Non-Exempt

GENERAL DEFINITION AND PURPOSE OF WORK:

Under limited direction, performs responsible semi-skilled work in the operation of paint equipment applying road markings properly and in the fabrication, repair, and maintenance of signs and other traffic control devices; does related work as required.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

The minimum performance expectations include, but are not limited to, the following functions/tasks:

- Operates centerline paint machine and other spraying apparatus;
- Paints or stencils traffic directional signs and symbols;
- Cuts and prepares stencils and makes painting templates;
- Operates and performs computerized digitizing, and signage fabrication;
- Performs lettering and numbering on automotive equipment;
- Installs and maintains traffic and street name signs throughout the City;
- Performs layouts for pavement markings; paints center and edge lines, curbs, and sidewalks;
- Operates post-hole digger, post driver, jack hammer, paint mixer, light trucks, and related equipment;

- Installs signage posts and barricades;
- Sets up and removes equipment for various work zone types;
- Performs flagging operations to control traffic through work zones;
- Assists in the installation/repair of traffic control and electrical equipment;
- Assists with snow and ice control and;
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of the rules and regulations of operating a vehicle on public streets;
- Thorough knowledge of a variety of maintenance and manual tasks involved in line painting and signage fabrication;
- Working knowledge of the content in the Manual on Uniform Traffic Control Devices and FHWA Standard Highway Signs books;
- Working knowledge of the content in the Virginia Work Area Protection Manual;
- Ability to make arithmetic calculations accurately;
- Skill in driving under adverse weather conditions;
- Ability to properly clean, oil and maintain spray apparatus, stencils, stripers and related equipment;
- Ability to establish and maintain effective working relationships with associates and the general public and;
- Ability to communicate effectively both orally and in writing.

QUALIFICATIONS/EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to High School diploma or GED equivalency degree and some experience in painting operations, graphics experience and the maintenance and/or repair of equipment.

SPECIAL REQUIREMENTS:

The worker is required to wear safety equipment deemed necessary by the Department's safety and OSHA policies. Possession of a valid Virginia class "B" Commercial Driver's License, with no restrictions and a good driving record. Possession of a valid VA Department of Transportation approved traffic flagman's license. Position may be required to work nights and week-ends to provide emergency maintenance and repair of traffic signals, traffic control signs, and pumping stations. Employee must be able to work in adverse weather conditions. Random drug testing is required for individuals in this position.

PHYSICAL DEMANDS and ENVIRONMENTAL CONDITIONS:

This is physical work requiring the exertion of up to 50 pounds of force to occasionally move and load objects. Work requires climbing, kneeling, stooping, reaching, grasping, standing, walking, pushing, pulling, and lifting. Vocal communication and hearing is required for expressing or exchanging information and instructions by means of the spoken word; visual acuity is required for operation of machinery, observing surroundings and activities and ensuring safe traffic conditions. The work is subject to adverse environmental conditions including extreme cold and extreme heat, noise, vibrations, and being exposed to traffic on public streets.

ADA:

The employer will make reasonable accommodations in compliance with the American with Disabilities Act of 1990.

SUPERVISORY RESPONSIBILITIES:

None

EXAMPLES OF EXPECTED DECISION MAKING:

This position requires the employee to determine the proper placement and type of sign, from work requests, in accordance with the MUTCD and FHWA Standard Highway Signs books. Determines proper placement of roadway markings.

This job description in no way states or implies that these are the only duties to be performed by this employee. The Maintenance Worker – Traffic Control will be required to follow any other instructions and to perform any other related duties as assigned by the supervisor. The City of Staunton reserves the right to update, revise or change this job description and related duties at any time.

EVALUATION:

Performance of this job will be evaluated in accordance with city policy, using information from various sources to study and review the position holder's ability and effectiveness in carrying out the above responsibilities.

Approved by: Director of Public Works and Chief Human Resources Officer

Revised Date: 2019

