

TRAFFIC OPERATIONS WORKER II

JOB DESCRIPTION

Classification Responsibilities: A Traffic Operations Worker II is responsible for performing a variety of skilled work involved in the installation and repair of traffic control and street name signs, conducts inventory of new and existing traffic control devices, and provides record management. A Traffic Operations Worker II is expected to operate hand-held power equipment and laptop computers on a routine basis. The work is often performed under adverse weather conditions (example: extreme heat) and may entail working in close proximity to heavy traffic on a routine basis. Incumbents work independently and exercise independent judgment when planning and coordinating daily schedules, work requests, analyzing and interpreting Blue Stake markings, securing their work zone, placing, and removing traffic signs including taking into consideration sign visibility, any concrete issues, private sprinkler systems, and in performing physical removal of traffic signs and clean up, and maintaining computerized work activity records on a daily basis. This position requires incumbents to interact with the public (citizens), Traffic Studies, and other City employees in coordinating work activities on a routine basis. This class is responsible for performing related duties as required.

Distinguishing Features: The Traffic Operations Worker II may be called out for emergency work and must be willing to work overtime and scheduled stand-by as required. Employees in this class are required to use appropriate safety equipment and follow safety procedures in performing work assignments. Supervision is received from a Traffic Operations Foreman I or Traffic Operations Foreman II who reviews work through on-site observation of work in progress and completed projects. The Traffic Operations Worker II position is distinguished from the Traffic Operations Worker I by the experience and ability to work independently and exercise independent judgment. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Graduation from high school or GED. At least two years of construction or public works maintenance experience.

Special Requirement. Must possess a valid Class D Arizona Driver's License by hire or promotion date.

Substance Abuse Testing. None.

Preferred/Desirable Qualifications. Possession of or ability to obtain International Municipal Signal Association (IMSA) Work Zone Safety and Level I Signs & Markings Certification.

ESSENTIAL FUNCTIONS

Communication: Acknowledges and clarifies dispatched radio assignments, informs the general public of safety hazards, and communicates with field crews. Reports field conditions to the Traffic Operations

Foreman I or Traffic Operations Foreman II. Communicates with the general public regarding the installation of signs and the trimming of trees to improve visibility.

Manual/Physical: Responds to emergency calls involving all signs and potentially hazardous situations. Operates a City vehicle (3/4-, 1/2-, or 1-ton vehicle) requiring a standard Class D Arizona Driver's License, cutting torch, drill, band saw, hydraulic power tools, etc. Enters data into a personal computer (PC) or laptop to maintain work activity records. Uses common hand tools to perform maintenance tasks. Determines sign locations and checks for Blue Stake markings. Installs and maintains signs. Cleans and maintains hand tools, trucks, etc., using solvents and lubricants. Removes sight-distance hazards, such as tree limbs and illegal signs. Inspects barricade setup to determine compliance with the Barricade Procedures Manual. Detects audible backup warning devices and traffic sounds around moving equipment and in close proximity to moving traffic. Works in a variety of weather conditions, and in small, cramped areas. Works in physically demanding area, and incumbents must be physically fit for bending, stretching, lifting, and carrying heavy equipment and materials. Meets scheduling and attendance requirements.

Mental: Estimates the materials needed to complete assigned work. Determines best location for sign installation. Reads and interprets sketches, drawings, maps, blueprints, and work requests to ensure correct sign placement. Maintains appropriate work records, including daily log using a personal computer (PC) or laptop.

Knowledge/Skill/Abilities:

Knowledge of:

the safety practices and procedures used when working near heavy traffic;
basic traffic control procedures using traffic control devices; and
sign installation and maintenance procedures, materials, and equipment.

Skill in the operation of hydraulic post pounder and post puller.

Ability to:

establish and maintain effective working relationships with coworkers and the general public;
work independently and without supervision;
exercise independent judgment;
operate a bucket truck;
operate a fork lift;
prioritize daily work;
interact with oftentimes upset or angry citizens; and
perform moderate to heavy manual labor under temperature extremes for extended periods of time.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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