

<b>Job Class Code: 4645</b>	<b>FLSA Status: Non-exempt</b>
<b>Pay Basis: Salary (Annual)</b>	<b>EEO Category: 3</b>

**GENERAL DESCRIPTION OF CLASS**

The purpose of the job classification (class) is to maintain traffic signal control devices. The job class is responsible for installing traffic signal equipment, troubleshooting problems, adjusting and repairing equipment, supervising subordinate staff, and responding to inquiries. The job class works according to some procedures; decides how and when to do things under general supervision.

**TYPICAL TASKS**

- Installs and inspects traffic signal equipment such as underground wiring control boxes, signal heads, and traffic counters.
- Troubleshoots problems with related equipment in order to determine procedures for repair.
- Adjusts, replaces, cleans, and/or repairs traffic signal equipment such as signal heads, fuses, broken wires, lenses, and bulbs.
- Supervises and assigns work to subordinate staff.
- Responds to inquiries, complaints, or concerns about traffic signaling.
- Installs new traffic signal equipment and sets poles and concrete forms.
- Prepares reports on repair and maintenance work completed including time and materials used.
- Ensures equipment meets given codes and guidelines.
- Performs related tasks as necessary such as meeting and coordinating with supervisor and contractors.
- Performs other related duties as assigned.

**GENERAL STANDARDS**

<b>Data Involvement</b>	Coordinates or determines time, place or sequence of operations or activities based on analysis of data or information and may implement and report on operations and activities.
<b>Interpersonal/People Involvement</b>	Gives information, guidance, or assistance to people to directly facilitate task accomplishment; may give instructions or assignments to helpers or assistants.
<b>Reasoning Requirements</b>	Performs coordinating work involving guidelines and rules but solves problems constantly.
<b>Mathematical Requirements</b>	Performs addition and subtraction, multiplication and division, and/or calculates ratios, rates and percents.
<b>Language Requirements</b>	Reads technical instructions, procedures manuals, and charts to solve practical problems; composes routine and specialized reports, forms, and business letters; speaks compound sentences using normal grammar and word form.
<b>Mental Requirements</b>	Performs specialized technical work requiring general understanding of operating policies and procedures and their application to problems not previously encountered; applies specialized technical principles and practices in the solution of problems; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.
<b>Decisions/Supervisory Control</b>	Guides others, making frequent decisions, affecting the individual, coworkers, and others who depend on the service or product.

**EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS**

<b>Vocational/Educational Requirement</b>	Requires high school diploma or GED and any combination of education and experience equivalent to satisfactory completion of one year of college education in electronics or a closely related field.
<b>Experience</b>	In addition to satisfying the vocational/education standards, this class requires a minimum of one year of related, full-time equivalent experience.

<b>Special Certifications and Licenses</b>	Requires a valid driver's license with a driving record in compliance with the City's Driving Standards. Class B Commercial Driver's License (CDL), Fall Protection certification must be obtained within one year of hire. Requires an International Municipal Signal Association (IMSA) certification.
<b>Special Requirement</b>	Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies.

**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*