

Department: Highway
Classification: Competitive
Grade: 11 Union

SPEC DISK GC
DOCUMENT 28

SIGN MAINTENANCE SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the skilled sign painting activities in the production and repair of various types of signs in accordance with Federal and State regulations. The work involves laying out, lettering, painting and installing various traffic control signs and highway markings. The work is performed under the general direction of the Sign Maintenance Supervisor with leeway permitted for the exercise of independent judgment in carrying out assignments. Supervision may be exercised over the work of subordinate employees in the absence of the Sign Maintenance Supervisor. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Prepares sketches of signs indicating layout and lettering design using computer sign program;
Prepares the layout, lettering and painting of traffic and other signs;
Measures and installs traffic and other signs;
Assists the Supervisor or leads in the application of pavement markings, latex, tape and thermoplastic;
Sketches, layout and produces reflecting signs using reflective coated materials;
Produce and design reflective signs and decals using electronic cutter plotters;
Assists with updating and maintaining the inventory of signs, paint and other materials. The sign inventory consists of but is not limited to maintaining and updating the geographical informational system;
Assists in studies and measurements to determine proper type and location of signs as prescribed by State requirements;
Performs supervisory duties in sign maintenance in the absence of the Sign Maintenance Supervisor.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Proficient knowledge of the procedures, practices, tools, and terminology of sign fabrication; proficient knowledge of traffic control devices; proficient knowledge of the requirements relating to traffic signs contained in the Manual of Traffic Control Devices; working knowledge of the characteristics and use of sign materials and finishes; ability to operate computer software programs and equipment to generate signs; ability to plan, organize and supervise the work of others; ability to deal with the public; ability to follow oral and written instructions; manual dexterity; physical condition commensurate with demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from high school or possession of a high school equivalency diploma and four (4) years of full-time experience in traffic sign painting and maintenance; or
- (b) An equivalent combination of training and experience as defined in (a).

SPECIAL QUALIFICATIONS:

Possession of a New York State Class B CDL or higher at time of appointment.

NOTE: Apprentice training in the design, lettering and making of signs or training gained by the completion of technical courses in painting and sign painting may be substituted for experience on a year-for-year basis.

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