



HIGHWAY TRAFFIC CONTROL SPECIALIST

SCOPE OF WORK:

Individuals assigned to positions in this series are responsible for the installation and maintenance of highway signs, signals, guardrails, markings, delineators, and other traffic control devices.

DUTIES PERFORMED AT ALL LEVELS:

- Interpret the Manual of Uniform Traffic Control Devices (MUTCD) specifications in order to properly install and maintain traffic control devices.
- Install, repair, and replace traffic control devices such as signs, signals, lighting systems, guardrails, and delineators.
- Apply and maintain pavement markings and striping material.
- Operate equipment necessary to install and repair signs, traffic signals, and pavement markings.
- Clean and service signing and marking equipment.
- May assist with snow removal operations as required.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.
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HIGHWAY TRAFFIC CONTROL SPECIALIST I

8046

GRADE G

LEVEL DEFINITION:

Individuals assigned to positions at this level carry out duties under the close supervision of a Traffic Control Specialist II or Traffic Control Foreman. Individuals will have a basic understanding of the MUTCD, as duties may require some interpretation of the manual.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- None

MINIMUM QUALIFICATIONS:

Requires a high school diploma or GED and two years of work experience demonstrating technical and mechanical abilities. Requires possession of a valid Class B driver's license, non-air brake restricted.

HIGHWAY TRAFFIC CONTROL SPECIALIST II

8047

GRADE H

LEVEL DEFINITION:

Individuals assigned to positions at this level must have a working knowledge of the MUTCD and the performance of guardrail systems in order to carry out the assigned duties.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Maintain an inventory of signs and materials for sign operations.
- Interpret MUTCD specifications to ensure proper installation and repair of traffic control devices.
- Provide field supervision of Traffic Control Specialist I's and temporary employees.
- Assume the responsibilities of the Highway Control Foreman if absent.

MINIMUM QUALIFICATIONS:

Requires a high school diploma or GED and two years of work experience in the installation and repair of traffic control devices. Requires possession of a valid Class B driver's license, non-air brake restricted.

Eff. Date: 10/74 – Sign Fabricator, class code 8045

Rev: 09/78 – Rewritten, added 2nd level

Rev: 04/92 – Rewritten, title change, administrative factoring project

Rev: 03/98 – Rewritten in current format, changed class code on 1st level

Rev: 07/12 – Conversion to Hay System

Rev: 12/14 – Added minimum qualification to 2nd level