

**PLEASE POST FOR ALL APPLICANTS TO READ
Macon Bibb County Government**

POST DATES: 02/02/2016 to Until Filled

EEOC CODE:

CLASS CODE:

CLASSIFICATION TITLE: Traffic Maintenance Tech I

JOB CLASS (GRADE):

HOURLY RATE: \$11.96

LOCATION: Facilities Management

WORK HOURS: 8:30 AM – 5:30 PM

DEPT. HEAD: Robert Ryals

WORK WEEK: Mon. – Fri.

(X) REPLACEMENT () NEW REQUIREMENT

SUMMARY:

The Traffic Maintenance Technician I performs manual work in the maintenance of signs/markings as applied to traffic control for Macon-Bibb County.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are representative of the work required for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Assists in the installation, repair, and maintenance of signs and markings as applied to Macon-Bibb County's traffic control devices.
- Assists in the mechanical maintenance of machinery and equipment related to the trade.
- Assists in the loading/unloading of equipment, machinery, and supplies for daily operations
- Assists in cleaning and refurbishing of equipment and tools
- Assists in the preparation and fabrication of signs.
- Assists in formalizing a traffic plan to work by with other employees.
- Operates Reflectometer to record sign reflectivity.

KNOWLEDGE, SKILLS, AND ABILITIES:

The Traffic Maintenance Technician I must be knowledgeable of the following principles, procedures, and concepts:

- Knowledge of the machinery, equipment operation and maintenance-applied practices, material, and tools associated with the trade or related work.
- Knowledge of safety precautions and practices as applied to the trade.
- Skilled in the use of some equipment, measuring devices, and tools utilized by the trade or related work.
- Ability to follow written and oral instruction.
- Ability to become skilled in the use, operation, and safety of the machinery, equipment, and tools of the trade.
- Ability to maintain effective working relationships with other employees.

MINIMUM EDUCATION, TRAINING AND/OR EXPERIENCE TO PERFORM ESSENTIAL JOB FUNCTIONS:

The Traffic Maintenance Technician I, at a minimum, have a High School Diploma or GED; one (1) year of experience in a related field of the trade; or any equivalent combination of education and experience which provides the required knowledge, skills, and abilities to successfully perform the duties and responsibilities of the position.

NECESSARY SPECIAL REQUIREMENTS:

- Must possess a valid Georgia Driver's License.
- Must be certified by Georgia DOT on traffic control and flagging procedures within six (6) months of appointment to position.
- Must be available for 24-hour emergency call as needed.

SUPERVISORY CONTROL AND RESPONSIBILITIES:

None.

TRAVEL:

The Traffic Maintenance Technician I will be required to frequently travel throughout Macon-Bibb County.

(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

LANGUAGE SKILLS:

Ability to read and understand written materials. Ability to effectively communicate information to supervisors, co-workers, and the general public.

MATHEMATICAL SKILLS:

Ability to work with basic mathematical concepts such as, addition, subtraction, multiplication, and division.

COMMUNICATION SKILLS:

Must be able to effectively communicate orally and in writing in a professional manner in order to give or exchange information, resolve problems, and/or provide service.

REASONING ABILITY:

Ability to interpret and understand a variety of forms, reports, manuals, regulations, and other means of instruction and guidance.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position requires light-to-medium demands with intermittent sitting, standing, walking, computer use, and occasional lifting of lightweight objects.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The work environment is both indoors and outdoors, although incumbent is occasionally exposed to inclement weather conditions and adverse, hazardous, or unpleasant conditions.

If you feel you qualify for the above position, you may obtain an application at the Human Resources Office or complete the General Application located at www.maconbibb.us. Applicants who are not selected to fill the position will be notified by mail. Position postings are to remain posted for at least seven (7) working days before the position is filled so that all applicants qualified for the position will have the opportunity to apply.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER