

**MAJOR FUNCTION**

This is manual work in the fabrication, installation and maintenance of traffic signs and pavement markings. Responsible for performing tasks in sign screening and erection, and in pavement marking installation. Work assignments are received in the form of oral or written instructions and sometimes accompanied by sketches showing sign or marking placement. Work is reviewed by supervisor through inspection of work during process and upon completion of assignment for compliance with specifications and standards.

**ESSENTIAL AND OTHER IMPORTANT JOB DUTIES****Essential Duties**

Assists in duties related to installation of parking spaces, centerlines, edge lines, stop bars and crosswalks. Mixes paint, cleans and maintains painting equipment after use in street. Installs and removes traffic control warning signs and cones at job site. Assists in traffic control around job site by means of signing and flagging. Assists in the cutting of stencils, lays out and applies reflective sheeting to sign blanks. Installs signposts in the ground and attaches signs. Maintains sign faces and posts on the street by washing or straightening as required. Assists in the fabricating of sign screens and frames. Assists in performing sign screening process as required. Applies lettering to special made signs. Performs minor equipment repair. Maintains work vehicle in proper running order. Fills out job order and work forms on daily basis. Performs related work as required.

**Other Important Duties**

Performs related work as required.

**DESIRABLE QUALIFICATIONS****Knowledge, Abilities and Skills**

Knowledge of methods, practices, tools and materials used in maintenance and repair work; methods, practices and tools used in striping operations or sign making and painting. Skills in the use of tools and equipment necessary to perform assigned duties. Manual skill and dexterity in the use of hand tools. Ability to perform minor arithmetical computations with speed and accuracy. Ability to complete work forms and performs minor inventory and related tasks.

**Minimum Training and Experience**

Possession of a high school diploma or an equivalent recognized certificate and one year of experience that includes duties as a helper to a skilled tradesman; or an equivalent combination of training and experience.

**Necessary Special Requirements**

Must possess a valid Class E State driver's license at the time of appointment.

For designated positions applicants must possess a FDOT Intermediate Maintenance of Traffic Certification or receive certification within 6 months of appointment and maintain certification as a condition of continued employment.

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