

Title: Traffic Signal Foreman
PG: 51
Status: Civil Service
Position Reports to: Manager of Traffic Operations
Department: Public Works

Class Code: 3083
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is advanced, supervisory technical work in the installation, operation, maintenance, and repair to traffic control systems. An employee in this classification is responsible for maintenance and performance of the network operations of the ATMS system. Work assignments are determined during budget and staff meetings and this position requires considerable independent thinking in the acquisition of materials and scheduling work to be done by sub-contractors. Work also involves the ordering, maintenance and inventory of materials, parts, and equipment necessary to carry out the responsibilities of the traffic signal section. During emergency call-outs employee must use independent judgment and initiative.

ESSENTIAL FUNCTIONS:

1. Assigns, supervises, and participates in the construction, operation, maintenance, and repair of traffic signals and traffic control systems.
2. Assumes personal supervision in cases of major repairs or when work being performed is in close proximity to high voltage transmission lines, over travel lanes of high speed traffic, or any unusual high risk situation.
3. Maintains preventative maintenance schedules and equipment maintenance logs call-out and repair records on all traffic signal control equipment.
4. Inspects traffic control construction projects performed by contractors.
5. Performs standby duty on a periodic basis for emergency call-outs on traffic signal malfunctions, storm damage, and critical traffic sign replacement.
6. Attend traffic related meetings with FDOT and Consultants working on City projects.

ADDITIONAL RESPONSIBILITIES:

1. Performs minor drafting, makes new drawings, and revises schematics.
2. Responsible for installation of construction and work zone signs.
3. Responsible for review of signal installation plans and as-build drawings.
4. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Considerable knowledge of the methods and techniques commonly used in the construction, operation, and maintenance of traffic signal systems.
2. Considerable knowledge of testing devices, methods, and practices used in the trouble shooting and repair of microprocessor computer equipment.
3. Considerable knowledge of the traffic signal portion of the Manual on Uniform Traffic Control Devices for Streets and Highways.
4. Knowledge of the principles and practices of traffic engineering.
5. Knowledge of occupational hazards and safety precautions of the job.
6. Some knowledge of the operation and installation of transmission and distribution facilities of an electric utility.
7. Skill in trouble shooting procedures and repairs of electronic equipment.
8. Ability to plan, supervise, and assign the work of employees in all aspects of traffic signal construction and maintenance.
9. Ability to interpret plans, specifications, and schematics.
10. Ability to keep accurate records and prepare concise reports.
11. Ability to establish and maintain effective working relationships with co-workers, other city employees, and the general public

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WORKING ENVIRONMENT/CONDITIONS:

Employee is required to do heavy work exerting up to 100 pounds of force occasionally; and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects. This position requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of taste, sense of smell, depth perception, and texture perception. The worker is subject to inside environmental conditions with protection from weather conditions but not necessarily from temperature changes and also subject to outside environmental conditions with no effective protection from weather. Job hazards due to proximity to electrical current, working in high places and with chemicals. Working frequently in heavy traffic conditions on major highways involving high speeds.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. High school diploma or its equivalent supplemented by courses in basic electronics or computer repair.
2. Four (4) years of experience in traffic signal construction, maintenance, operation, and repair work. A minimum of two (2) years of supervisory experience.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess an FDOT SIGNAL INSPECTOR CERTIFICATION.
2. Must possess and maintain a valid state of Florida Class C commercial driver's license or obtain within three (3) months from date of hire.
3. Must maintain a valid home telephone number.
4. Must possess an IMSA Level III Traffic Signal Technician certification or obtain within one (1) year from date of hire.
5. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.