



Job Description

TITLE: Traffic Technician	JOB CODE: 5141
DEPARTMENT: Public Works	FLSA: Non-Exempt
PREPARED: November 2005	FLSA CLASS: Labor/Trade
UPDATED: April 13, 2022	WORK LOCATION: Aztec, NM
REMOTE WORK ELIGIBLE: NO	

Summary: Under general supervision of the Traffic Supervisor, performs traffic duties for the road division; adheres to MUTCD, State of New Mexico traffic regulations, and OSHA requirements; create a safe work zone that minimizes hazards to workers by appropriately setting up barriers, cones, and holding signs. The Traffic Technician must be constantly aware of both the construction and traffic activities. At the direction of the Traffic Supervisor will fabricate, install, and repair all types of signs; safely operate paint stripping equipment; and comply with paint storage, disposal, and application. Immediately informs Traffic Supervisor of any citizen's complaints.

Essential Job Functions: *The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Fabricates, installs and repairs signs for County roads and County buildings; fabricates most signs using computer-aided software and sign manufacturing equipment; performs manual fabrication including cutting letters and signs.
- Stripes all county roads by means of paint stripping equipment; uses a paint striper to paint stripes on county roads.
- Maintains all County road signs in San Juan County, including repair, replacement and the update of old signs per FHWA and MUTCD specifications.
- Responds to requests to repair a sign or create a new sign; installs signs by driving posts and attaching new prefabricated signs in designated locations per FHWA and MUTCD specifications; must use the one-call system.
- Sets up traffic control devices as needed and performs flagging operation as required; installs portable signs for construction zones to maintain traffic control; places barrier barricades and cones in compliance with FHWA and MUTCD specifications.
- Ensures that the paint storage complies with OSHA requirements.
- Abides by safety regulations, such as eye protection, hard hats, gloves, steel-toed boots, reflective vests, and ear plugs for daily use in paint shop and work construction sights.
- Sets up all safety equipment for construction zones; ensures that equipment complies with MUTCD standards.
- Prepares all San Juan County decals for vehicles and equipment; prepares signs for County buildings and County landfill/compactor station; repairs, maintains and replaces these signs as necessary.
- Provides information to traffic operations supervisor regarding citizens' complaints, as directed.
- Monitors and inspects construction barricading and signing and advises supervisor in charge of any problems.
- Overhauls and cleans painting equipment.
- Performs other related duties as assigned.

Required Knowledge and Skills:

- Knowledge of the Manual of Uniform Traffic Control Devices (MUTCD).
- Knowledge of sign fabrication equipment, including the computer-aided software and sign manufacturing equipment.

Job Description

Traffic Technician

- Knowledge of painting equipment including repair and maintenance.
- Knowledge of the operation of various medium and heavy motorized equipment and vehicles.
- Knowledge of occupational hazards and safety rules and regulations related to job.
- Knowledge of the rules and guidelines related to work zone safety and safe traffic control.
- Knowledge of County policies and procedures.
- Skill in the use of power and hand tools, including airless sprayers.
- Skill in the use of the striping vehicle, the traffic counter and in measuring and cutting signs.
- Skill in organizing and prioritizing work to meet established deadlines.
- Skill in the safe operation of medium and heavy motorized equipment and vehicles.
- Skill in following written and oral instructions.
- Skill in establishing and maintaining effective working relationships with co-workers and the public.
- Skill in the use of a personal computer and standard software as well as mitron and auto cad.

Education and Experience

- High School Diploma or GED equivalent. Computer experience (Windows) preferred.
- Requires certification as a Traffic Control Technician within two years of employment.
- Valid State of New Mexico Commercial Driver's License (CDL- Class B).
- Preference for general construction and/or flagging experience.

Environmental Factors and Conditions/Physical Requirements:

- Work is performed primarily in an outdoor environment; may be required to lift and carry items more than 50 pounds.
- May be exposed to dangerous machinery, potential physical harm, fumes and airborne particles and extreme weather conditions. Noise level is usually loud.
- Work schedule for this position may include working on religious holidays.
- Utilize, process, and navigate the County's electronic ERP system as necessary and appropriate based on the needs and requirements of this position.

Equipment and Tools Utilized:

- Equipment utilized includes various medium and heavy motorized vehicles and equipment, hand and power tools, paint striper and sign equipment.

Approvals:

Employee: _____ Date: _____

Supervisor _____ Date: _____

Department Head: _____ Date: _____