

SIGN FABRICATOR III

NATURE AND VARIETY OF WORK

This is responsible supervisory level skilled work in the fabrication of traffic control and special signs. Work involves the responsibility for assisting the crew supervisor in charge of the Sign Shop with planning, organizing and supervising the activities of semi-skilled traffic service workers and subordinate level skilled sign fabricator positions. Work is performed with considerable latitude for independent judgment and under the direction of a crew supervisor position.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Exercises the full range of supervisory duties and responsibilities over subordinate positions as defined in the Personnel Law Section 16-102(59).

Supervises and participates in the design, layout and manufacture of traffic control and special signs, including screen process application, to insure work is in full compliance with the Manual on Uniform Traffic Control Devices, County policies and administrative procedures, using a knowledge of the practices, methods and materials used in sign fabrication.

Operates photographic, electrical and electronic equipment utilized in the manufacture of signs (e.g., drill press, hacksaw, panel saw, die cut press, heat vacuum applicator, computerized letter cutter, computerized engraver, enlargement cameras, automatic screen table and 48" squeeze roller applicator), using skill in the use of tools and equipment used in the fabrication of signs.

Reviews and prepares records and reports related to the sign fabrication program and daily work activities.

Monitors the use and operation of vehicles/equipment to determine if they are being operated/used in accordance with departmental rules and regulations.

Assists supervisor in determining job priorities and needed supplies for the operation of the Sign Shop.

Assumes the duties of crew chief in their absence.

May occasionally assist with pavement marking or signal/sign maintenance and installation activities.

May be required to use automated equipment in conjunction with assigned duties and responsibilities.

Willingly and cooperatively performs tasks and duties which may not be specifically listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Extensive knowledge of the practices, methods and materials used in the fabrication of signs, including silk screen techniques and procedures.

Extensive knowledge of the Manual on Uniform Traffic Control Devices as it applies to sign fabrication.

Ability to operate photographic, electrical and electronic equipment used in the manufacture of signs.

Ability to communicate both orally and in writing.

Ability to follow oral and written instructions.

Ability to perform preventive maintenance and routine repairs on all assigned equipment, except specialized repairs.

Ability to supervise semi-skilled level traffic service worker positions.

MINIMUM QUALIFICATIONS

Completion of high school degree, or an equivalent GED, plus three (3) years of experience in sign fabrication, one (1) of which must include supervisory experience over semi-skilled and skilled personnel engaged in sign fabrication; or an equivalent combination of education and experience.

CONDITIONS OF EMPLOYMENT

Good physical condition.

Possession of a valid and appropriate driver's license.

Willingness to work out doors in any kind of weather.

Willingness to respond to emergency service calls on a 24-hour basis.

CREATED: 10/88