



Terrebonne Parish Consolidated Government

JOB DESCRIPTION

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| POSITION TITLE.....: | Sign Technician |
| DEPARTMENT.....: | Public Works |
| DIVISION.....: | Road, Bridge, Vegetation Management & Drainage |
| CLASSIFICATION/GRADE.....: | Sign Technician/102 |
| REVISED.....: | 11/2016 |
| REPORTS TO.....: | Operation Supervisor (R&B-Signs) |
| REVIEWED.....: | 11/2016 |
| WAGES.....: | Hourly |

SUMMARY:

This position is under the direct supervision of the Operation Supervisor and the general supervision of the Roads & Bridges Superintendent. The incumbent is responsible for the proper making and installation of all standard and fabricated traffic control signs and pavement markings according to the Manual or Uniform Traffic Control Devices.

BASIC FUNCTIONS:

1. Must keep a daily list of all sign materials being used as directed.
2. Keep Operations Supervisor informed of the inventory and other such needed materials.
3. Must keep sign fabrication area and stock room in orderly condition.
4. Must be capable of following all safety rules and regulations as directed.
5. Must be willing to learn sign fabrication when directed by Supervisor.
6. Must be willing to work extra hours when necessary.
7. Must be willing to work under varying climatic conditions.
8. Must be able to fill out daily work orders and p.m. sheets.
9. Must be capable of lifting 75 pounds.
10. Must be willing to attend related training courses when necessary.
11. Must be able to comprehend when reading the guidelines outlined in the Manual or Uniform Traffic Control Devices.
12. Must perform other duties as directed by the Supervisor or Superintendent.

OTHER REQUIREMENTS:

1. Must be dependable, capable of working on his/her own.
2. Must possess a valid Louisiana driver's license.
3. Computer skills required.

EDUCATION/EXPERIENCE:

1. Must possess a high school diploma or G.E.D.
2. Must be able to read and write sufficiently to understand and carry out basic directions.

EQUIPMENT USED:

1. Post Driver
2. Air Compressor
3. Torch
4. Hand Tools
5. Must be willing to operate pavement marking machine when directed by Supervisor.