

Middletown, CT Job Description

Classification Title	Sign/Traffic Paint Specialist
Job Code	
Department	Public Works
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

PURPOSE OF POSITION

The purpose of this position is to assist the Traffic Paint Supervisor in painting city streets and city owned parking lots and creating traffic signs. plan, schedule and perform the painting of traffic systems management indicators on City streets, roads, thoroughfares and parking areas, to prepare, erect, maintain and repair street signs, traffic control signs, temporary barricades and other materials. The position is also responsible for maintaining the physical appearance of city buildings through painting, graffiti removal and design and fabrication of signs. The work is performed under the direction of the Superintendent of Public Works.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Oversees the operations of the Traffic Paint Division; and painter prepares cost estimates and submits to Program/Budget Analyst. Performs interior and exterior painting on city owned property.
- Plans, schedules and performs the painting or installation of pavement markers; maintains centerlines, stop lines, crosswalk lines, traffic lane indicators and related items. Paints city streets and city and state owned parking lots.
- Prepares, maintains and installs traffic cones, barricades and other equipment. Moves office furniture and related items for Public Works and other agencies.
- Prepares, maintains and repairs street, informational, traffic control and other approved signs; ~~erects signs.~~
- Prepares and paints surveying stakes, hydrants, sandboxes and other materials and equipment. Perform snow plowing and snow removal functions.
- Paints interior and exterior walls, doors, trim and other surfaces. Installs meter posts, sign posts and cement stanchions for portable stop signs.

Middletown, CT Job Description

Classification Title	Sign/Traffic Paint Specialist
Job Code	
Department	Public Works
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

- ~~• Schedules and plans work functions, determines supplies, materials and equipment, coordinates work.~~
- ~~• Recommends the purchase of supplies and equipment.~~
- ~~• Constructs scaffolding.~~
- ~~• Supervises department personnel.~~
- ~~• Cleans and maintains equipment and materials; instructs others in the operation of machinery and equipment. Orders supplies and materials.~~
- ~~• Assists with snow removal operations; places barriers during severe weather and emergencies; performs minor carpentry work.~~
- ~~• Maintains logs of daily activities.~~
- ~~• Coordinates activities with other divisions, departments and agencies. Coordinates new sign and road pavement markings with traffic authority.~~
- ~~• Ensures compliance with all safety and environmental procedures and regulations; ensures that Call Before You Dig has been contacted for installations; ensures proper disposal of hazardous materials, etc.~~
- Perform other related duties as assigned.

MINIMUM JOB QUALIFICATIONS

Education and Experience

High school diploma or equivalent with vocational/technical training ~~with and at least~~ three years of painting/maintenance experience, ~~or any combination of education and experience that provides equivalent knowledge, skills and abilities.~~

~~Appropriate education substitutions can be made.~~

Other

- ~~Position requires possession of a valid Class B#~~ Connecticut driver's license.

PREFERRED QUALIFICATIONS

None.

Formatted: Space Before: 6 pt

Middletown, CT Job Description

Classification Title	Sign/Traffic Paint Specialist
Job Code	
Department	Public Works
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

KNOWLEDGE, SKILLS, and ABILITIES

- ~~Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships. Knowledge of MUTCD handbook~~
- ~~Requires the a~~Ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. ~~Requires the a~~Ability to act as a lead person.
- ~~Requires the a~~Ability to utilize a variety of reference, descriptive and/or advisory data and information such as work orders, invoices, material lists, drawings, bids, maps, handbooks, specifications, procedures, guidelines and non-routine correspondence.
- ~~Requires the ability to communicate orally and in writing with the Superintendent and all department personnel, other City departments, and the public. Must possess painting skills~~
- ~~Requires the ability to perform addition, subtraction, multiplication and division; and to calculate percentages and decimals. Knowledge of safety lifting procedures~~
- ~~Knowledge of heavy machinery~~
- ~~Ability to mix mortar~~
- ~~Ability to R~~elate to and interact with a non-traditional and diverse student and employee population
- ~~Ability to W~~ork independently
- ~~Ability to R~~ead, analyze, and interpret standards, policies, procedures, and regulations
- ~~Ability to H~~andle common inquiries or complaints
- ~~Ability to A~~pply concepts such as fractions, percentages, ratios, and proportions to practical situations
- ~~Ability to D~~efine problems, collect data, establish facts, and draw valid conclusions
- ~~Ability to E~~xercise good judgment and focus on detail as required by the job
- ~~Ability to O~~perate standard office equipment, such as computer keyboards and monitors, copiers, scanners, and telephone
- ~~Ability to U~~se (or learn to use) computer software and systems applicable to the position

Middletown, CT Job Description

Classification Title	Sign/Traffic Paint Specialist
Job Code	
Department	Public Works
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

- ~~Ability to F~~ollow oral and written instructions and procedures
- ~~Ability to M~~meet schedules and deadlines of the work unit
- ~~Ability to C~~ommunicate in English effectively orally and in writing
- ~~Ability to M~~aintain well-organized materials, files, systems and tools
- ~~Ability to A~~adapt to changes in work situations and priorities
- ~~Ability to R~~eason/analyze; use logic to identify and resolve problems
- ~~Ability to E~~valuate, organize, and summarize data and information
- ~~Ability to E~~establish and maintain constructive and cooperative interpersonal relationships with staff, peers, supervisors, or managers in the work unit and other departments, as well as with staff of outside entities and other individuals, as applicable to the essential duties and responsibilities
- ~~Ability to S~~atisfy/ies the needs of internal and external customers accurately and promptly, treating customers with fairness and respect.

PHYSICAL REQUIREMENTS

- ~~Requires the ability to operate, maneuver and/or provide simple but continuous adjustment on equipment, machinery and tools such as a computer and other office machines, center line machines, hand and power tools, and/or materials used in performing essential functions.~~
- ~~Requires the ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as painting.~~
- ~~Tasks involve the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, and lifting, carrying, pushing, and pulling moderately heavy objects and materials, twenty to fifty pounds.~~
- ~~Ability to recognize and identify harmonious or contrasting combinations, as well as recognize individual characteristics of colors, shapes, sounds and textures associated with job-related objects, materials and ingredients.~~

Exerting up to 100 pounds of force occasionally, up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.

Middletown, CT Job Description

Classification Title	Sign/Traffic Paint Specialist
Job Code	
Department	Public Works
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

WORKING CONDITIONS

The working conditions described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

~~Ability to work under potentially dangerous and uncomfortable conditions where exposure to environmental factors such as toxic agents, chemicals, strong odors, temperature and noise extremes, machinery or traffic hazards can cause discomfort and where there is a risk of injury.~~

Incumbents may be subjected to moving mechanical parts, odors, dust, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, and intense noises.

The City of Middletown, CT is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Date created:	03/14/15
Dates revised	