

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV39454
Job Class Code:	570	Salary Schedule:	ANONREG
EEO Category:	08	Grade:	S5
Workers Comp Code:	5506		

Job Code Established:	01/11/86	Effective Date:	
Job Code Revised:	01/24/07	Effective Date:	01/24/07

JOB CODE SERIES: Highway Sign Fabricator Series

JOB CODE TITLE: HIGHWAY SIGN FABRICATOR II

HRIS TITLE: HWY SIGN FABRICATOR II

WORK DESCRIPTION: Performs skilled sign fabrication work manufacturing roadway signs and other related traffic directing devices for use throughout the State highway network; uses the silk screening and scotch lighting processes and works with metal, plastic and wood products; leads and trains subordinate sign fabrication personnel.

WORK ACTIVITIES: inspects work areas in order to perceive or detect safety violations or other problems or factors effecting program or work schedule. Inspects job sites and notes potential hazards to work unit function; cautions work crews. Resolves problems and questions presented by subordinate workers regarding work methods and processes. Prepares various colors of paint products; cuts and lays out letters and numbers to form message; prepares silk screen; operates silk screen machine to produce required roadway signs. Mixes paints and thinners in preparation for routine and difficult applications to produce desired background colors for sign blanks; uses spray gun; notes and makes adjustments to spray patterns to comply with specifications. Uses photographic screening processes to prepare special sign patterns; calculates, cuts and places letters, numbers on sign blank to produce desired message; applies finished products to sign surface using bake ovens and heat transfer equipment. Operates complex bake ovens and heat transfer equipment; adjusts temperatures to specified range; attaches scotch light material to wood or metal sign blank surfaces; uses paint and thinner products to spray and provide reflective and durable surfaces as specified. Attends staff meetings of work unit or section, under direction of work supervisor; gives and receives information helpful in work unit or work systems operation. Confers with superior, presenting and resolving difficult problems or questions, discussing plans and actions to be taken, making decisions. Trains new workers on-the-job to perform tasks that will become part of everyday work routine. Instructs, guides and counsels subordinate workers in carrying out a variety of tasks. Reviews, verifies or inspects work of subordinate workers for quality control. Instructs, guides and counsels subordinate workers in detecting and correcting safety hazards. Performs related work as required.

WORK CONDITIONS: Work environment has high level of toxic and flammable conditions produced from the paints, thinners and glues used in work processes.

SUPERVISION: Works under general supervision of the Highway Sign Fabrication Shop Supervisor.

WORK RESULTS/PRODUCTS: Roadway signs and other related directional devices manufactured within governing specifications; subordinate staff provided training and guidance; tools, equipment and fabricating products used and maintained as designated; work safety rules complied with; work improvement recommendations prepared and submitted.

RESPONSIBILITY: For fabricating roadway signs and other related directional devices in a timely and prescribed manner; the provision of training and work leadership to subordinate staff; proper maintenance and cost effective use of tools and materials.

AUTHORITY: To read, interpret and apply specifications and drawings used in fabrication of roadway signs and other related directional devices; inspect and approve/disapprove completed products; determine need for repair/replacement of tools/equipment.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: methods and techniques of fabricating roadway signs and other related directional devices; wood, metal, plastic, paint, thinner and adhesive products used in sign fabrication work; powered/non-powered tools and equipment; methods and techniques of silk screening and scotch lighting processes; Federal, State and agency rules, regulations and specifications governing fabrication of roadway signs and other related directional devices; principles and practices of training and work leadership.

Skill/Ability to: fabricating roadway signs and other related directional devices; using wood, metal, plastic, paint, thinner and adhesive products in fabricating signs; using powered/non-powered tools and equipment and performing proper and timely preventive maintenance; silk screening and scotch lighting processes; interpreting and applying Federal, State and agency rules, regulations and specifications governing fabrication of roadway signs and other related directional devices; oral and written communication; interpersonal relationships.