

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV39464
Job Class Code:	810	Salary Schedule:	ANONREG
EEO Category:	07	Grade:	S7
Workers Comp Code:	5506		

Job Code Established:	04/05/91	Effective Date:	
Job Code Revised:	10/01/98	Effective Date:	

JOB CODE SERIES: Highway Traffic Safety Operations Series

JOB CODE TITLE: TRAFFIC SIGNAL AND LIGHTING CREW SUPERVISOR

HRIS TITLE: TRAF SIG/LIT CREW SPV

CHARACTERISTICS OF THE CLASS: Works under general supervision of a Traffic Signal/Lighting Area Manager or Operations Unit Manager I. Has the authority to schedule and assign work activities; approve inspection project documentation reports; determine and select alternatives in materials or equipment; train and evaluate subordinate staff; interpret specification requirements. Supervises staff performing repair, inspection, installation and/or maintenance of traffic signal and highway lighting devices in a shop or field assignment; reviews plans and special provisions for all ongoing projects; schedules, reviews and evaluates work of subordinates; provides training and advice, resolves problems; participates in work activities as workload dictates. Work product consists of functioning work unit; traffic signals and lighting systems in good repair and operation; work schedules planned; completed inspections of construction projects. Responsible for timeliness, quality and effectiveness of work products; adhering to and assuring all safety rules are followed and all work complies with national and local electrical codes; maintenance and security of vehicle, materials and supplies; effectiveness of work unit.

EXAMPLES OF DUTIES: Supervises the activities of a crew engaged in the installation, inspection, maintenance and/or repair of traffic signal devices and highway lighting. Trains and evaluates subordinates in the interpretation of plans, specifications, drawings, schematics, contract documents, work performed and on problems arising in the course of the work. Inspects work sites to detect problems or other factors affecting program or work schedule. Reviews contracts, encroachment permits, plans, specification, schematics, shop drawings and material lists. Analyzes job requirements and available equipment, materials, and personnel; makes assignments. Coordinates with city and county representatives on joint state and local projects. Participates in field installation, maintenance, repair and inspection work, as workload dictates. Performs final inspections, prepares final reports and recommends final acceptance of contract and state-local construction projects. Reviews reports and inspects work for proper completion and adherence to safety and work standards. Writes detailed reports summarizing activities covering a specified period of time or the completion of a project. Confers with superior presenting and resolving difficult problems and questions, dealing with supervisory or policy problems; plans actions and makes decisions. May operate equipment, e.g., vehicles, concrete saws, and other specialized testing devices and tools relative to the electrical trade. Maintains records on work activities, materials used, vehicle mileage, etc., and prepares periodic reports. Performs related work as required.

WORK CONDITIONS: Long hours of concentration on detail; regular involvement in problem resolution; hazards associated with maintenance, utility services and powered and non-powered tools and equipment. Work can encounter extremes of climate conditions. Frequent travel within a designated area. Works "on call" in emergency response situations.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: supervisory principles and practices; electrical and electronic theory; methods and procedures for installing, repairing, diagnosing and inspecting traffic signal and illumination devices; national and local electrical codes; the blueprints and schematics of electrical and electronic components and circuits; common and specialized tools, equipment and materials related to the trade; safety practices; estimating and ordering supplies and materials; automated systems utilized by the work system.

Skill/Ability to: work management and leadership; methods and procedures for installing, repairing, diagnosing and inspecting traffic signal and illumination devices; problem identification and resolution; reading and understanding blueprints, sketches and schematics of electrical and electronic components and circuits; applying and understanding national and local electrical codes and common safety practices; a journey level electrician; oral and written communications; working with power sources of up to 7200 volts; interpersonal relationships.

Experience and Education: Typical ways to obtain the KSAs would be:

- One year of experience equivalent to a Traffic Signal and Lighting Technician II.
- Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

SPECIAL SELECTION FACTORS:

A valid Arizona Driver's license appropriate to the assignment may be required at the time of appointment.