



## Salt Lake County Job Description

### Assistant Traffic Signal/Lineman Supervisor

---

**DEPARTMENT:** Public Works

**DIVISION:** Traffic Signals/4400

**JOB CODE:** 539 **GRADE:** 014

**FLSA STATUS:** Non-Exempt

**SALARY PLAN:** TRD

**EFFECTIVE DATE:** 12/31/2008

**SAFETY SENSITIVE:** Yes

#### **JOB SUMMARY**

Directs, assists, and performs traffic signal maintenance activities. Supervises traffic signal personnel in the absence of Traffic Signal Electrician Supervisor.

#### **MINIMUM QUALIFICATIONS**

Six (6) years of apprenticeship training, technical college, trade school, or other closely related field, plus two (2) years of related experience; OR an equivalent combination of related education and experience.

Must possess a valid Class A Commercial Driver's License (CDL).

#### **ESSENTIAL FUNCTIONS**

*The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.*

*Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.*

- Diagnoses, makes necessary repairs and maintains traffic signal controllers, detection amplifiers, opticom systems, conflict monitors, street lighting systems, and all other related equipment.
- Maintains and repairs electrical equipment at the Midvale complex, golf courses, flood control pumps and landfill.
- Performs tasks requiring proper and safe operation and use of standard and specialized tools.
- Cleans, maintains, and stores all equipment and tools properly to ensure long life, safe operation, security and dependability.
- Assigns personnel, equipment and materials to perform scheduled work operations on a daily basis, according to approved work order requests or emergencies following Division standard operating procedure.
- Ensures that all assigned personnel involved in accidents report them to the proper authority, complete accident reports and each incident is properly investigated.
- Answers employee questions to provide information regarding County policies and procedures and Division standard operating procedures

- Communicates effectively with subordinates to maintain an open, professional dialogue; achieves consistency in operations by providing and receiving feedback, participating in informal team meetings, assigning personnel to other staff members in need of extra help or specially skilled workers when possible
- Supervises staff, which includes hiring, orienting, training, assigning and reviewing work performance, annual work performance appraisals, and discipline.
- Performs all duties of Traffic Signal Electrician including, estimating, prioritizing and scheduling of projects, supervising and assisting personnel with technical problems, checking the quality of the work performed and ordering materials to maintain a continuous work pattern; ensures that funds are available, a contract is in place or a purchase order is obtained before any purchase is authorized; assigns a budget line item number on each receipt turned in to the cost distribution section; signs for employee overtime or leave requests.
- Investigates citizen complaints; determines County responsibility, if any, and resolves problems in a professional, courteous manner while maintaining a safe environment and a good public image.

### **KNOWLEDGE, SKILLS AND ABILITIES (KSA)**

#### **Knowledge of:**

- Operations and programming of electronic and computerized controllers, cabinets, and associated electronic power supplies, BIU's, detection amps, switch pacs, video etc.
- Installation and maintenance of opticom pre-emption systems for emergency vehicles
- Electro-mechanical signal controllers, switches, flashers, traffic signal wiring, 220V-440V three phase motors and pumps, street lighting systems, and commercial building wiring
- Salt Lake County facilities, roads and jurisdictions
- Manual of uniform traffic control devices (MUTCD)
- National electrical code book (NEC) an IMSA work zone safety, IMSA traffic signal level I, IMSA traffic signal level II, IMSA traffic signal inspector

#### **Skills and Abilities to:**

- Operate specialized equipment such as, trenchers, back hoe, auger hole drilling truck, boom truck, aerial boom truck, concrete and asphalt saws, boring equipment, compressors, and jack hammers
- Work with 5000V constant current flow series circuits/transformers
- Work within feet of utility company power lines with high voltages up to 40,000V
- Work in aerial bucket trucks up to 50 feet high with pole gear in all types of weather
- Work with toxic chemicals, PCB's, electrical coolants, signal embedding resins and catalysts, PVC laminates, and electrical solvents for contact and point cleaners
- Perform duties in heavy traffic flow, during normal traffic flow, in intersections, and in adverse weather
- Construct and install electrical conduit; pull electrical wire for computerized system for street lighting and traffic signals
- Dig and form bases and foundations for street lighting and traffic signals
- Proficiently use electronic blue staking devices to locate underground equipment to prevent damage
- Inspect completed electrical work

- Pour and finish concrete
- Communicate effectively both verbally and in writing

### **WORKING CONDITIONS AND PHYSICAL REQUIREMENTS**

This position requires extensive physical labor—lifting, pushing, pulling, and carrying objects over 50 pounds and up to 100 pounds with some assistance; kneeling, bending, sitting and standing.

This position requires climbing 40 to 90 ft. power and/or light poles to make repairs.

Involves exposure to extreme weather conditions, dirt, dust, heat, cold, chemicals, smoke, and/or loud noises.

This position requires working in close proximity to traffic, the general public and outside environment, requiring observing strict safety standards.

### **IMPORTANT INFORMATION REGARDING THIS POSITION**

Revised Date/Consultant's Initials: 01/16/2017/MB