



CLASSIFICATION NO. 407

Established: 6/91

Revised: 7/94, 3/05

FLSA: Non-Exempt

EEO: 3

TRANSPORTATION MAINTENANCE TECHNICIAN

CLASS CHARACTERISTICS

Under general supervision, to inspect and evaluate pavement conditions, traffic control devices, surface water drainage systems for County roads; to collect and maintain condition data, inventory and location in electronic transportation management systems; and to do other work as required.

DISTINGUISHING CHARACTERISTICS

The Roads Division within the Department of Transportation and Development maintains the County's roads, bridges, culverts, and surface water conveyance systems. The division employs a transportation management system to analyze road conditions and determine maintenance and repair needs, costs and priorities through the use of an automated data base system. The Traffic Division utilizes Technicians to maintain accurate inventory of traffic control devices including pavement marking, signals and signs. This inventory is utilized to provide budgeting data, safety and repair costs. Road Maintenance also utilizes Technicians to maintain a road maintenance inventory control system that includes all surface water conveyance systems, including locations and nomenclature, and is utilized for the location of underground utilities.

The Transportation Maintenance Technician performs field inspections and collects data on road structure and surface conditions, traffic control devices and road marking. Incumbents are responsible for transferring field data to the primary transportation maintenance computer systems and for interpreting computer generated reports to identify road maintenance, traffic control device maintenance, locations of underground utilities, repair priorities and associated costs. Incumbents also identify and mark locations of underground surface water conveyance systems.

The Transportation Management Technician differs from the Transportation Maintenance Technician, Senior which oversees and coordinates the transportation management and/or traffic control inventory system and leads the work of field technicians and related personnel.

TYPICAL TASKS

Duties may include but are not limited to the following:

1. Conducts visual and structural inspections of County roads, bridges, guard rails, signs, signals and road striping, traffic control devices, catch basins, frontage tile, and dry wells; collects field data on type and condition, structural adequacy, roughness, surface distress, distortion, safety hazards and deficiencies, and drainage conditions.

2. Records and updates information on the type, severity and extent of defects, such as cracking, rippling, rutting, potholes, excessive asphalt or crown, weathering and distortion; assists in measuring width, length and/or depth of pavements, shoulders, curbing, medians, and drainage structures.
3. Collects, downloads and maintains data in computerized pavement, inventory, and equipment management systems; formats, generates, and interprets data base reports.
4. Acts as small crew leader on specific field assignments with falling weight deflectometer, coring samples, and occasional or emergency sign installations; provides training and assistance to transportation maintenance and temporary employees; reviews work performed on-site.
5. Participates in the annual road and traffic control device inventory; provides data on conditions to identify road hazards and maintenance requirements which may require immediate attention or inclusion in the long range repair plan; assists in developing unit costs for resurfacing and other maintenance projects.
6. Assists in the administration of the transportation management system; researches land records to determine jurisdiction over roads in question; responds to public inquires as needed.

REQUIRED KNOWLEDGE AND SKILLS

Working knowledge of: Methods, materials, tools, and light equipment used in road, storm water systems, traffic control and devices, signals, and bridge maintenance and repair; composition of pavement types used on roads within the County; Federal, State, and local regulations applicable to road structures, safety control, pavement specifications and safety practices; transportation management software applications.

Skill to: Prepare and maintain complete, accurate, and detailed records; operate tools and equipment used in road inspection, such as measuring tap/stick, core machine, falling weight deflectometer and motor vehicles; read and interpret maps, schematics, surveys, blueprints, locate tickets, and Manual of Uniform Traffic Control Devices; ability to install traffic signs for the sign call out program; retrieve and manipulate data on applicable software programs; train and assist road maintenance and temporary personnel; communicate effectively, both in writing and orally; establish and maintain effective working relationships with County employees, other government agencies, temporary staff, vendors and the public.

WORKING CONDITIONS

Duties require squatting, kneeling, bending, digging, ability to lower, hold and raise from plank position, and the ability to lift, carry, push and pull up to 80 pounds. Duties also involve frequent exposure to fumes, dust, vibration, heat, slippery and/or uneven surfaces, moving traffic, and adverse weather conditions.

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications

and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

Experience: A minimum of two (2) years of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

Licenses/Certifications: None Required.

PRE-EMPLOYMENT REQUIREMENTS

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

Edited: 6/16