



Office of Human Resources  
Traffic Signal Inspector - CJ3166  
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### General Statement of Duties

Performs full performance work inspecting the installation, construction, maintenance and repair of traffic control systems such as electronic signal devices, control boxes, and street lights to ensure compliance with pertinent codes, standards, plans and specifications.

### Distinguishing Characteristics

The Traffic Signal Inspector is distinguished from the Traffic Signal Technician series which installs, constructs, maintains and repairs traffic control systems with a focus on troubleshooting and configuring those systems.

### Level of Supervision Exercised

None

### Essential Duties

Performs complex inspection work to ensure compliance with City, State and Federal standards and guidelines and enforces compliance by monitoring and re-inspecting work to ensure compliance.

Reviews transportation infrastructure improvement projects; provides information concerning construction plans and specifications; provides technical direction to field consultants and contractors.

Prepares for and attends pre-construction meetings concerning transportation infrastructure projects specific to traffic signals.

Oversees contractors in excavation and restoration of trenches for installation of electrical conduit, installation of span wire assemblies and suspension hardware assemblies, and placement and fastening of fittings or supports.

Oversees contractor application and installation of temporary traffic control relating to project.

Coordinates project work with internal and external stakeholders such as city departments/agencies and utility companies.

Assists in the resolution of difficult or unusual roadway conditions involving the installation of transportation infrastructure assets.

Investigates discrepancies arising from faulty workmanship, materials, equipment and methods.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned.

Any one position may not include all the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

### Competencies

Attention of Detail – Is thorough when performing work and conscientious about attending to detail.

Customer Service – interacts with customers in a friendly and professional manner, works to resolve issues quickly and effectively, and is knowledgeable about products and services.

Oral Communication – Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Reading – Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

### **Knowledge & Skills**

Knowledge of the principles and practices of inspection work sufficient to be able to monitor and enforce compliance.

### **Education Requirement**

Graduation from high school or possession of a GED, HiSET or TASC Certificate

### **Experience Requirement**

Five (5) years of experience in the installation, construction, maintenance and repair of traffic signals.

### **Education & Experience Equivalency**

Additional appropriate education may be substituted for the minimum experience requirements.

### **Licensure & Certification**

This job requires driving. Requires a valid Driver's License at the time of application.

Requires IMSA Traffic Signal Level III in Bench or Field at time of application.

Licenses and certifications must be kept current as a condition of employment.

### **Working Environment**

Potential exposure to hazards from electrical/mechanical/power equipment.

Subject to pressure for multiple calls, inquiries, and interruptions.

Subject to varying and unpredictable situations.

Subject to: traffic, roadways, and pedestrians.

Temperature Changes: Variations in temperature from hot to cold when works in the field.

### **Level of Physical Demand**

3-Medium Work (20 - 50 lbs.)

### **Physical Demands**

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs).

Carrying: transporting an object; usually by hand, arm, or shoulder.

Crouching: bending body downward and forward by bending legs.

Fingering: picking, pinching, or otherwise working with fingers.

Handling: seizing, holding, grasping, or otherwise working the hand(s).

Handling: seizing, holding, grasping, or otherwise working with fingers.

Hearing/Talking: Hear and determine direction of sound.

Kneeling/Crouching: Kneel and crouch in locating and capture of animals.

Kneeling: bending legs to come to rest on one or both knees.

Lifting: raising or lowering objects weighing no more than 50 pounds, from one level to another.

Pulling: Exerting force upon an object so that it is moving to the person

Pushing/Pulling: Push/pool animals, kennel, equipment, etc.

Pushing: exerting force upon an object so that the object is moving away from the person.

Standing: remaining one one's feet in an upright position.

Stooping: Bending the body by bending the spine at the waist.

Talking: Expressing or exchanging ideas by means of spoken words

Vision Near acuity: ability to see clearly at 20 inches or less.

Walking: moving about on foot.

### Background Check Requirement

Criminal Check

Employment Verification

Motor Vehicle Record

Licenses/Certification

### Assessment Requirement

None

### Probation Period

Six (6) months.

### Class Detail

**Pay Grade: J-621**

**FLSA Code: N**

**Established Date: 4/28/2019**

**Established By: AD**

**Revised Date:**

**Revised By:**

**Class History:**