



City of Casa Grande

### Sign Technician

**GENERAL PURPOSE:** Under general supervision, performs a variety of skilled work of average difficulty in the fabrication, installation, maintenance, inspection and repair of City traffic signs, logos and insignias, and in sign inventory control and recordkeeping.

#### **PRIMARY DUTIES AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs fabrication, installation, maintenance, inspection and repair of traffic signs, information signs, logos and insignias.
- Sketches and lays out sign lettering and design according to Federal, State, City and MUTCD (Manual and Uniform Traffic Control Devices) specifications and/or project needs.
- Reviews blueprints and schematics and assists in the inspection of contractor installation of traffic signs.
- Maintains necessary records relating to inspection, installation, maintenance and repairs of traffic signs.
- Operates sign shop tools and equipment.
- Performs skilled and semiskilled construction, maintenance and labor work as needed.
- Reports incidents and problem situations to supervisor.
- Operates a variety of trucks and equipment.
- Performs other duties as assigned or required.

**SUPERVISION EXERCISED:** None.

**JOB DESCRIPTION**  
**8605 Sign Technician**

**MINIMUM QUALIFICATIONS:**

**Education and Experience:**

High School diploma or GED equivalent, and some experience working in sign layout, design, production, installation, inspection and maintenance work.

**Necessary Knowledge, Skills and Abilities:**

- Knowledge of City policies and procedures.
- Knowledge of methods, procedures, materials, equipment and tools used for fabrication, installation, maintenance, inspection and repair of traffic signs.
- Knowledge of safety standards and practices in hazardous traffic environments.
- Knowledge of laws, rules and standards involved in traffic signs and traffic control procedures utilizing barricades and traffic cones.
  
- Skill in fabricating traffic and street signs.
- Skill in reading and understanding route maps and street signs, and reviewing maps and subdivision plats to determine new sign requirements.
- Skill in operating specialized maintenance equipment.
- Skill in following and effectively communicating verbal and written instructions.

**Special Requirements:** Valid Arizona State Commercial Drivers License.

**Physical Demands / Work Environment:** Work is performed outdoors and in sign shop facility.

*The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needed.*