



# Title: Transportation Technician I

FLSA Status: (Non-Exempt)

## BRIEF DESCRIPTION:

The purpose of this position is to perform a variety of semi-skilled tasks in the maintenance and repair of City streets. This is accomplished by operating a variety of heavy equipment and hand tools to maintain signage, striping and markings on City streets and parking lots, and to maintain the stormwater drainage system. Other duties may include completing related tasks as assigned.

## ESSENTIAL FUNCTIONS:

Note: This information is intended to be descriptive of the key responsibilities of the position. The list of essential functions below does not identify all duties performed by any single incumbent in this position. Additionally, please be aware of the legend below when referring to the physical demands of each essential function.

(S) Sedentary	(L) Light	(M) Medium	(H) Heavy	(V) Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally; 10 lbs. frequently; or negligible amounts constantly; OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally; 10-25 lbs. frequently; or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally; 10-25 lbs. frequently; or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally; 50-100 lbs. frequently; or up to 20-50 lbs. constantly.

#	Code	Essential Functions
1	H	Operates, cleans and performs minor maintenance and repairs on heavy and standard equipment including vactor, striper, and paint compressors; and applies traffic thermoplastic, pavement and directional markings, loads paint and reflective glass beads in pressurized containers to perform striping and marking of streets.
2	H	Performs installations and preventative maintenance and repairs and assures systems and assets are in full compliance with regulatory authority including Arizona Department of Environmental Quality, Federal Highway Administration and all applicable federal, state and local authority. Utilizes vacuum truck, spray wands, hand tools, and other equipment to clear and maintain systems including catch basins, valley gutters, curb/gutters swales, ditches and channels.
3	M	Performs field inspections in response to complaints and proactively inspects assets to ensure compliance to standard for new construction and existing assets and compliance to regulatory authority.
4	M	Performs a full range of signs shop activities including the computerized design, layout and fabrication of city signs, logos and insignias.
5	M	Assists with training new employees regarding safety, operations and equipment operation and maintenance.
6	S	Prepares work orders, reports and performs data entry and inputs information regarding electronic data and service records to maintain inventory and asset management records.



**JOB REQUIREMENTS:**

-Description of Minimum Job Requirements	
Experience	1 year experience. Moderate previous experience required in the same or similar previous positions. The job requires a working understanding of common techniques, methods, practices, procedures, use of forms, routines, etc., of an intermediate nature.
Education	High school graduation or equivalency.
Technical Skill	Basic technical skills. Work requires the use of standard, routine technical skills appropriate to the work environment of the organization.
Physical Demands	Work requires heavy physical exertion and effort. Forces exerted are equivalent to lifting between 25 and 50 pounds (with the possibility of lifting more than 50 pounds occasionally). The need for physical stamina and endurance is great. The degree of physical strain produced on the job is high. It results in fatigue, and requires periods of rest. Job requirements for manual dexterity and physical manipulation are high. Work could involve the coordination of body movements involving various body postures.
Contacts	Contacts are necessary to perform the job as work involves internal and external contacts for the purpose of explaining routine and non-routine business matters including how information was collected or processed or to correct a breakdown in the flow of information. Contacts are frequently with other departments. Work involves infrequent contact with people who are upset, uncooperative or have difficulty communicating their requirements and/or an infrequent requirement to communicate information that people do not want to hear or may find upsetting.
Responsibility	May show another employee how to perform a task or may have some lead authority over one or more people for a short period of time through the year. May train replacement and/or co-worker in own job functions.
Accountability	Decision/action situations have a moderate impact on the organization. Errors are usually detected after the fact and may result in significant interruption and delay in work output and may have a moderate impact on resources within a department. Errors may have an impact on other departments and external relationships.
Environment	Exposure to physical hazards, health and safety risks, adverse or otherwise undesirable characteristics in the environment such as laboratory or warehouse, machinery vibration and noise, and hazardous chemicals. Personal risks require use of safety equipment or following precautions closely.
Safety	Responsible for personal performance as a source of serious safety risk. Work involves the use of hazardous tools, equipment and/or materials OR ensuring organizational compliance with rules, procedures and legislation for safe operation of facility, safety and development of safe work procedures.
Reading	Basic - Ability to recognize meaning of common two- or three-syllable words. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Math	Basic - Ability to perform the four basic arithmetic operations (addition, subtraction, multiplication, division). Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Writing	Basic - Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Certifications & Other Requirements	Valid driver's license at hire. If required for duty assignment, a valid Arizona Class "A" Commercial Drivers License with Tanker endorsement within 6 months of hire



**OVERALL PHYSICAL STRENGTH DEMANDS:**

-Physical strength for this position is indicated below with “M”-				
Sedentary	Light	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

**PHYSICAL DEMANDS:**

C Continuously 2/3 or more of the time.	F Frequently From 1/3 to 2/3 of the time.	O Occasionally Up to 1/3 of the time.	R Rarely Less than 1 hour per week.	N Never Never occurs.
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Note: This is intended as a description of the way the job is currently performed. It does not address the potential for accommodation.

-Physical Demand-	-Frequency-	-Brief Description-
Standing	F	Observing work site, observing work duties, communicating with co-workers
Fine Dexterity	F	Computer keyboard, telephone keypad, calculator
Walking	F	To other departments/offices, around work site
Lifting	F	Supplies, files
Carrying	F	Supplies, files
Sitting	O	Desk work, meetings, driving
Reaching	F	For supplies, for files
Handling	O	Paperwork
Pushing/Pulling	F	File drawers, tables and chairs, equipment, and supplies
Climbing	F	Stairs, step stools, equipment access
Vision	C	Reading, computer screen, driving
Foot Controls	O	Driving
Balancing	O	On step stools
Bending	F	Filing in lower drawers, retrieving items from lower shelves/ground, clearing gutters/basins
Crouching	F	Filing in lower drawers, retrieving items from lower shelves/ground
Hearing	C	Communicating via telephone/radio, to co-workers/public
Kneeling	R	Filing in lower drawers, retrieving items from lower shelves/ground
Crawling	R	Under equipment
Twisting	O	From computer to telephone, in/out of worktruck
Talking	O	Communicating via telephone/radio, to co-workers/public
Other (specified if applicable)		



**MACHINES, TOOLS, EQUIPMENT, SOFTWARE, AND HARDWARE:**

Variety of vehicle/construction operated equipment, variety of hand tools, small power tools

**ENVIRONMENTAL FACTORS:**

C Continuously	F Frequently	O Occasionally	R Rarely	N Never		D Daily	W Several Times per Week	M Several Times per Month	S Seasonally	N Never
-Health and Safety Factors-						-Environmental Factors-				
Mechanical Hazards			F			Extreme temperature			S	
Chemical Hazards			O			Wetness and/or humidity			M	
Electrical Hazards			O			Respiratory hazards			W	
Fire Hazards			R			Noise and vibration			D	
Explosives			R			Physical hazards			D	
Communicable Diseases			R							
Physical Danger or Abuse			R							
Other:										

**PROTECTIVE EQUIPMENT REQUIRED:**

Safety glasses, hard hat, safety vest, safety footwear, gloves, and protective ear equipment.

**NON-PHYSICAL DEMANDS:**

F Frequently From 1/3 to 2/3 of the time	O Occasionally Up to 1/3 of the time	R Rarely Less than 1 hour per week	N Never Never occurs
-Description of Non-Physical Demands-			-Frequency-
Time Pressure			O
Emergency Situation			R
Frequent Change of Tasks			R
Irregular Work Schedule/Overtime			R
Performing Multiple Tasks Simultaneously			O
Working Closely with Others as Part of a Team			F
Tedious or Exacting Work			O
Noisy/Distracting Environment			F
Other			

**PRIMARY WORK LOCATION:**

Office Environment		Vehicle	
Warehouse		Outdoors	X
Shop		Other	
Recreation/Neighborhood Center			