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| JOB TITLE Signer/Truck Driver | DATE June 23, 1999 |
| DEPARTMENT Public Works | COMPARABLE WORTH RATING 52 - 55 |

REPORTS TO – Sanitation/Streets and Alley Foreman

SCOPE OF POSITION:

General Statement of Duties: To drive all trucks as necessary, and to install, maintain, and service all regulatory warning and guide signs in accordance with federal and state standards.

Tools and Equipment: Gas and electric welding equipment, burning equipment, safety equipment, electric drills, socket and pipe wrenches, level, post-hole digger, shovels, sledge, pipe drive, cutters, shears, binders, various hand tools, ladders, paint brushes, scrapers, truck, etc.

Materials: Weld rods, oxygen and acetylene, hardware, nuts and bolts, standards, metal posts, signs, barricades, reflectors, cement, sand, water, paint enamel, adhesives, etc.

Working Environment: Indoor shop setting, outdoors all-weather conditions, handling paints, solvents, fuels, cleaners, lubricants, welding supplies.

Supervision Received: Sanitation/Streets and Alley Foreman

Supervision Exercised: One to three helpers as assigned.

PERFORMANCE RESPONSIBILITIES:

The following list is not intended to be all inclusive, as duties will vary depending upon the direction of the Sanitation/Streets and Alley Foreman at the Public Works Garage:

- Receive instructions from supervision.
- Install all Regulatory, Warning and Guide signs and barricades in accordance with Federal and State regulations.
- Cut posts to required length with burning torch, welds as required.
- Dig holes, set standards in concrete or drive standards into ground. Attach signs to posts or standards, square and level as required.
- Replace worn or damaged signs or barricades. Repaint old signs.
- Make requisitions for supplies and orders with approval of department head. Keep records and maintain inventory.
- Set sign posts in concrete.
- Haul materials and tools in truck as required, also hauls and deliver piping, culverts, materials to job sights as needed.
- (Repair barricades.) Paint street signs. Attach signs to posts with band machine.
- Keep working area in clean and orderly condition.
- Call Gopher State One prior to digging or installing signs.
- Other duties as assigned.
- Maintain daily log of worked performed.



KNOWLEDGE, SKILLS, ABILITIES:

- Requires the mentality to learn to perform work of a semi-repetitive nature where judgment is required to obtain results.
- Perform semi-routine job involving some variety of detail and requiring judgment.
- Use Tradesman’s tools to install and maintain street and highway signs.
- Use ordinary care and attention required to prevent damage to truck and tools.
- Perform auxiliary or service operation of installing and maintaining highway and street signs.
- Ordinary care and attention required to prevent injury to others.
- Moderate physical exertion. Use light hand tools. Ability to lift up to 55 pounds.
- Inside and outside conditions.
- Ability to read and understand MSDS.
- Attend seminars and training workshops to keep current with regulations.
- Ability to understand State and Federal regulations.
- Ability to obtain and maintain a valid Class “B” CDL Driver’s License.

MINIMUM QUALIFICATIONS:

- High School diploma, or equivalent.
- Class “B” Driver’s License.
- Subject to random drug and alcohol testing.
- Ability to lift up to 55 pounds.

REVIEWED AND APPROVED BY:

Staff Representative –AFSCME

4/10/13

Date

City of Hibbing – Administrator

4-10-13

Date