

**DEPARTMENT:** NORTH TONAWANDA  
**CLASSIFICATION:** COMPETITIVE  
**APPROVED:** SEPTEMBER 13, 2018

**TRAFFIC MAINTENANCE SUPERVISOR**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for supervising and participating in the installation, maintenance and repair of various traffic control equipment, signs, and markings. The incumbent also oversees and participates in electrical work for other city owned buildings. The work is performed under the general direction of the Assistant Superintendent of Public Works with considerable leeway allowed for the exercise of independent judgment in carrying out assignments. Direct supervision is exercised over the work of subordinate traffic maintenance and electrical personnel. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Supervises and participates in the installation, maintenance, preparation and repair of electrical boxes and devices, signals, overhead and underground cables;
2. Supervises and participates in the installation, maintenance, preparation and repair of traffic signs, posts, street painting, and parking lot striping;
3. Supervises and participates in the electrical, telephone, and computer wiring performed in various city owned buildings;
4. Prepares and maintains departmental work reports and records;
5. Maintains an inventory of various supplies and equipment such as: traffic control equipment, cables, sign posts and striped lines for use throughout the city;
6. Supervises and participates in the operation of trucks, hydraulic digger, and pole setter;
7. Supervises and participates in maintenance, cleaning and minor repairs to equipment;
8. Supervises and participates in installation of radios and equipment;
9. Supervises and participates in the installation of all banners throughout the city;
10. Supervises and participates in the installation of all work zone set ups, signage, detours, and road closures.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the state and local regulations, common practices, tools, terminology and safety precautions associated with the construction, installation and repair of traffic control devices; good knowledge of the principles of electricity; ability to plan, assign, and supervise the work of others; ability to understand and carry out oral and written instructions; mechanical aptitude; ability to work from plans and sketches; ability to prepare reports and maintain records; dependability; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS**

**SUGGESTED PROMOTIONAL QUALIFICATIONS:** Two (2) years of permanent competitive status as a Traffic Maintenance Technician in the City of North Tonawanda Department of Public Works.

**OPEN COMPETITIVE:** Graduation from high school or possession of an equivalency diploma **AND** five (5) years of full-time paid experience in the installation, maintenance, and repair of traffic control signals and/or electrical equipment, or as a journey man electrician, one (1) year of which must have been in a supervisory capacity.

**SPECIAL REQUIREMENT:**

Possession of a valid New York State driver's license at time of appointment and for the duration of employment.