

Traffic Maintenance I

The City of Huron has issued a Civil Service Call to fill an opening for

Level I Maintenance positions available for the City Traffic Department

- **Duties Include:** Under General supervision responsible for the installing and maintaining of traffic signals, signs, painting, and maintaining crosswalks and other traffic control markings. Work varies, requiring individual judgment within professional and regulatory guidelines and well established standards
- **Compensation:** \$17.73/hr
- **Benefits:** health insurance, life insurance, retirement plan, paid holidays, paid vacation & sick leave.
- **Education/Experience:** High School Diploma or GED Certification, some demonstrated work experience in the operation of equipment and road construction helpful. Must possess a valid South Dakota CDL Class B within 60 calendar days of employment. .
- **Must reside within 5 miles of City Limits**
- **Application Packets Available:**
 - Online: www.huronsd.com, select "City of Huron" tab, then "City Employment"
 - City Finance Department, 239 Wisconsin Ave SW, 353-8505
 - S. D. Dept of Labor – Huron Office, 1000 18th Street SW, Suite 5, Huron, SD 57350

Deadline: Open Until Filled

**City of Huron
Job Description**

JOB TITLE: Traffic Maintenance I & II
DEPARTMENT: Engineering
ACCOUNTABLE TO: Traffic Control Supervisor, City Engineer & Assistant City Engineer

PRIMARY OBJECTIVE OF POSITION: Under General supervision responsible for the installing and maintaining of traffic signals, signs, painting, and maintaining crosswalks and other traffic control markings. Work varies, requiring individual judgment within professional and regulatory guidelines and well established standards.

ESSENTIAL JOB FUNCTIONS: Physical demands include sitting, standing, walking, bending, stooping, kneeling, crouching, and lifting up to 60#’s (greater with assistance). Work is frequently performed in outside weather conditions of heat, dampness, cold, and dust. Worker is frequently exposed to hazardous situations in working near and in roadways around traffic, and in high and precarious places, must possess a valid South Dakota CDL Class B License or the ability to obtain within 60 calendar days.

MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:

- **Traffic Maintenance I** - Assists in maintaining traffic signals, street signs, the paint striping of streets, cross walks, railroad crossing markings, parking lots, and curbs for proper traffic control; work involves the erecting of street signs, detour notices, barricades, and work zone signs; maintains the parking lots, parking ramp, and department equipment; operates and maintains equipment to include the paint truck, striping unit, loader, bucket truck, light equipment, snow plows as directed, hand tools, air jackhammer, air compressor, post driver and puller, etc.; trims trees blocking traffic control signals and signs; tests and maintains all outdoor weather warning devices.
- **Traffic Maintenance II** - performs all of the tasks of the Traffic Maintenance I; reads and interprets traffic engineering drawings, blue prints, and wiring diagrams; work involves the striping of streets, cross walks, railroad crossing markings, parking lots, and curbs for proper traffic control; identifies signs and traffic signals needing repairs or replacement; installs and maintains traffic signal lights, and repairs signals, electronic equipment, has significant knowledge of local, state and federal traffic rules and regulations and performs arc welding of equipment and signs as needed.
- All Traffic Maintenance attend meetings, training, and seminars as deemed appropriate; and performs other duties and responsibilities as assigned; Complete a routine daily log and maintain accurate records of each day’s activities, material usage and type of work performed; position requires limited contact and communication with the public and fellow employees requiring common courtesy; responsible for property and equipment care to prevent damage; work frequently is performed in an uncontrollable atmosphere that requires the use of proper safety equipment and procedures to prevent accidents or injury. Assist in snow removal operations.

JOB TITLE: Traffic Maintenance I & II (continued)

SUPERVISION - RESPONSIBILITY FOR WORK OF OTHERS: None.

EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS: High School diploma or GED Certification, **Traffic Maintenance I** - some work experience in traffic control desirable. Must possess a valid South Dakota CDL Class B License or the ability to obtain within 60 calendar days. **Traffic Maintenance II** – two (2) years experience in traffic control duties **All Traffic Maintenance** must possess a valid South Dakota CDL Class B License.

EXAMPLES OF PERFORMANCE CRITERIA AND EXPECTATIONS:

Erects and maintains traffic signs, the striping of streets, cross walks, railroad crossing markings, parking lots, and curbs for proper traffic control;

Tests and maintains all outdoor weather warning devices;

May be assigned snow plowing duties;

Assists in the maintenance of traffic signal lights, street signs, detour notices, barricades, and work zone signs;

Trims trees blocking traffic control signals and signs;

Worker is frequently exposed to hazardous situations in working near and in roadways around traffic, and working in high and precarious places;

Performs such other work as may be assigned. Management reserves the right to assign or reassign duties and responsibilities to this job at any time.

CITY OF HURON BENEFIT SUMMARY

as of 1/1/2020

This is an AFSCME eligible position and there is a 1040 hour probationary period.

Sick Leave:

- Employees accrues 3.7 hours per pay period of sick leave.
- Maximum accrual of sick leave is 600 hours.
- Sick leave accrues during the first six (6) months but is not usable until employee completes 1040 regular work hours.

Vacation Time:

- a. Group 1 - 0 – 6 years, shall be credited with 3.08 hours vacation per pay period, eighty (80) hours.
- b. Group 2 – After seven (7) years of continuous service, shall be credited with 4.62 hours vacation per pay period, one hundred twenty (120) hours.
- c. Group 3 – After fifteen (15) years of continuous service, shall be credited with 6.16 hours vacation per pay period, one hundred sixty (160) hours.
- d. All vacation accrues during the employee's first 6 months and is usable immediately following 1040 regular work hours.
- e. Maximum accrual is 200 hours.

Retirement: The City of Huron participates in the South Dakota Retirement System. It is mandatory that all employees participate. Employee's contribution rate is 6% of gross salary and the city matches this amount which forms the employee's retirement fund. Upon termination of employment, an employee has the option to withdraw their contributions plus any interest earned on their contribution. An employee is vested after 3 years and would receive 85% of the matching contribution. If less than 3 years, employee would receive 50% of the match.

A 457 Supplemental Retirement Plan is available at the option of the employee after the completion of 1040 regular work hours.

Health Insurance: The city provides group health coverage through Avera. For employees who elect to participate the city pays 100% of the premium for single coverage. There are two plans available, a \$2500 traditional plan deductible or \$4,000 deductible Health Savings Account. On the \$2,500 deductible plan, once the deductible is met, there is a 20% coinsurance with a maximum of \$4,500 out of pocket for single. Each family unit shall be subject to no more than two (2) deductibles or \$5,000 and maximum out of pocket of \$9,000. The \$2500 deductible plan provides a prescription drug benefit of \$12.00, \$35.00, \$50.00 co-pay for a 30 day supply with a \$50.00 deductible per member per year which is waived for generics. The \$4,000 Health Savings Account, employee pays for all prescriptions until the maximum deductible is met. All full-time city employees will be eligible for term life insurance and city health insurance on the first day of the month following 30 days of employment with the city. Family cost \$2500 plan is \$866.04 per month. Family cost H.S.A. is \$807.50 per month.

Supplemental Insurance: The employee has the option to enroll in the following supplemental insurance: AFLAC products, Delta Dental, Vision Service Plan (VSP). 100% of the premium is paid by the employee with pre-tax dollars after the completion of 1040 regular work hours.

Term Life: \$25,000.00 Term Life is available. The city pays 50% of the premium.