JOB POSTING

Traverse City Light & Power

Announcement No. 18-016LP December 3, 2018

SENIOR TRAFFIC SIGNAL TECHNICIAN

Traverse City Light & Power (TCL&P), a municipally owned electric utility in Traverse City, Michigan, is seeking a full-time Senior Traffic Signal Technician.

Under the direct supervision of Field Supervisor, this position is responsible to assist in the installation, repair and maintenance of traffic signal devices. Responsibilities also include locating all TCL&P underground electric and fiber assets. This position will act as a lead to the Traffic Signal Technician in both signal and locating work.

- Educational requirements include a high school diploma or equivalent, as well as specialized training through a technical, vocational or trade school.
- IMSA Traffic Signal Level I and II certification or equivalent required.
- Minimum of three years' experience in the maintenance, repair and inspection of traffic signals and associated networking systems to include a variety of signal and communication devices.
- Knowledge of traffic signal, and communications equipment. Basic knowledge of traffic management systems, including timing plans, graphic design and computer use.
- Demonstrated experience communicating technical information orally and in writing along with maintaining detailed and accurate records.
- Must have and maintain a commercial driver's license (CDL) Class A with airbrake endorsement or be able to obtain within the first six (6) months' probationary period.

Wage range $26.61-$29.73 per hour dependent on qualifications and experience, plus a competitive benefits package that includes health, dental and vision insurance, 100% employer paid defined benefit pension plan and a 10% employer contribution to a 457 Deferred Compensation Plan.

For a detailed job description and additional minimum qualifications visit TCL&P's website at http://www.tclp.org/Page/Careers. Residency requirement: 20-mile radius from nearest City limit within six (6) months of hire. Please submit resume, cover letter, employment application and three professional references by **Tuesday, December 18, 2018** to:

Kelli Schroeder
Manager of HR & Communications
Traverse City Light & Power
1131 Hastings Street
Traverse City, MI 49686

Or via email to kschroeder@tclp.org
EOE

TRAVERSE CITY LIGHT & POWER
Job Description

SENIOR TRAFFIC SIGNAL TECHNICIAN

Supervised By: Field Supervisor
Supervises: No supervisory responsibility
Status: Non-Exempt

Position Summary:

Under the direct supervision of Field Supervisor, this position is responsible to assist in the installation, repair and maintenance of traffic signal devices. Responsibilities also include locating all TCL&P underground electric and fiber assets. This position will act as a lead to the Traffic Signal Technician in both signal and locating work.

Essential Job Functions:

An employee in this position may be called upon to do any and all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Install, maintain, repair and perform preventative maintenance on traffic signals and school flashers both routinely and during emergencies and keep necessary records of actions and materials.

2. Establish a safe work zone area for preventative maintenance and emergency repair of traffic signals.

3. Act as the lead person of the signal crew at jobsites.

4. Recommend traffic plans and prepares drawings for new construction projects.

5. Accurately locate all electric and fiber facilities owned by TCL&P in response to notifications received through the Miss Dig system. Insure that location methods and scheduling are in compliance with Michigan Public Act 174.

6. Receive information from various TCL&P staff and obtain information from the field necessary for the construction process of TCL&P.

7. Assist in maintaining, inventorying and ordering parts/materials and assists with budgeting for these materials.

8. Perform facilities and fault location for TCL&P staff. This could be in response to emergency or outage situations at irregular hours. Provide assistance in the restoration of power by determining which facilities may be faulted and refining the possible location of these faults.

9. Acquire, record, and report data relevant to the location and layout of installed facilities. This includes inaccurate or inconsistent data found within TCL&P's existing GIS mapping system.

10. As authorized by the Manager of Telecommunications and Technology, this position may occasionally assist in the installation, maintenance, and repair of overhead and underground fiber optic cable, including messenger, lashing, risers, pole attachment hardware, conduits, hand-holes, tracer wire, pull strings and any tools required to perform the work. The project lead for jobs performed with fiber optic cables will be the Manager of Telecom/Technology, or delegate, which includes the Fiber Technician and Thermography Specialist.

11. Assist in the installation of underground infrastructure including, but not limited to trenching, laying conduit, de-energized wire and pouring concrete.

12. Perform site preparation, remediation and restoration including but not limited to laying grass seed, installing brick, asphalt work and material cleanup.

13. Subject to perform emergency work on a 24-hour basis.

14. Establish and maintain effective relationships and uses good judgment, initiative and resourcefulness when dealing with customers, employees, project contractors, and representatives of other governmental units, professional contacts, City administrators, elected officials, and the public.

15. Attend safety and other meetings as required and make presentations as necessary.

16. Performs other work as assigned.

Required Knowledge, Skills, Abilities, and Minimum Qualifications:

The requirements listed below are representative of knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

- Educational requirements include a high school diploma or equivalent, as well as specialized training through a technical, vocational or trade school.

- IMSA Traffic Signal Level I and II certification or equivalent required.

- Minimum of three years' experience in the maintenance, repair and inspection of traffic signals and associated networking systems to include a variety of signal and communication devices.

- Knowledge of traffic signal, and communications equipment. Basic knowledge of traffic management systems, including timing plans, graphic design and computer use.

- Demonstrated experience communicating technical information orally and in writing along with maintaining detailed and accurate records.

- Full competency at operation and maintenance of traffic signal controllers and field equipment, uninterruptable power sources, and vehicle detection (loops, video, radar, wireless sensors).

- Working knowledge of low voltage electrical construction and maintenance, including installation of all sizes of electrical conduit, cables, wires and switches, as they relate to signal applications and fiber cable.

- Monitors and participates in the installation of new signal and ITS equipment, upgrades to existing traffic signal equipment, installs / maintains flashing beacons, troubleshoots circuits utilizing a multi-meter and related test equipment.

- Must have and maintain a commercial driver's license (CDL) Class A with airbrake endorsement or be able to obtain within the first six (6) months' probationary period.

- Earning and maintaining certifications or training from Staking University or other approved underground facilities locating certification programs as accepted by the State of Michigan's Miss Dig system and TCL&P.

- Knowledge of the occupational hazards and safety precautions of the electrical trade.

- Ability to work aloft and/or in heavy traffic conditions.

- Experience with bucket truck operation, as well as experience using trenching, backhoe, and welding equipment.

- Demonstrated leadership ability and aptitude in order to execute multiple assignments and competing priorities.

- Ability to use testing tools to identify defects in equipment.

- Ability to work from blueprints, drawings and other specifications.

- Ability to critically assess situations, solve problems, and work effectively under stress, within deadlines and changes in work priorities.

- Ability to effectively communicate orally and in writing and to interact and communicate in a positive and professional manner with other employees, Board members, customers and the public.

- Ability to use office equipment such as telephones calculator, photocopier, fax, personal computer and software applications including Microsoft Word and Excel.

- In addition to the above-mentioned requirements, this position requires the ability to read, write, speak and understand the English language as necessary for the position; the ability to follow written and oral instruction; and be physically and mentally able to perform the essential duties of their position. Regular, consistent and predictable attendance is also required.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel and reach with hands and arms. The employee is frequently required to stand, walk, talk, hear, bend, twist, crouch, stoop, squat, kneel, reach, pull, push, and climb steps, utility poles and ladders which are all necessary in performance of daily tasks. These tasks are very regular and frequent throughout the day and in completion of assignments. The employee must be able to work aloft on a regular basis and stand and work from standing position for durations of up to eight hours or more if overtime is necessary. The employee must occasionally lift items of moderate to heavy weight. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. The employee is regularly required to communicate in person and by telephone, read regular and small print and use manual dexterity to type or enter data and use sight to read and prepare documents.

While performing the duties of this job, the employee regularly works in outside weather conditions in all seasons and regularly drives a motor vehicle between work sites. The employee will work near moving mechanical equipment. The employee is exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually moderate to loud.

Employee Signature	Date
TCL&P HR	Date

Revised November 2018