

TRAFFIC SIGNAL AND STREETLIGHT MANAGER

The City of Harrisburg is seeking a highly motivated individual to fulfill the responsibilities of Traffic Signal and Streetlight Manager in the Department of Engineering and Development, Traffic Safety Office. The Traffic Signal and Streetlight Manager is responsible for overseeing the operation, development, and maintenance of the traffic signals, streetlights and traffic signs throughout the City as directed. Work is performed under the direct supervision of the City Engineer. The Traffic Signal and Streetlight Manager is a full-time, emergency worker, FLSA-exempt, and management-level position.

Qualified candidates will have a high school degree or equivalent; three or more years of experience in electrical construction, streetlight systems, maintenance and repair; and International Municipal Signal Association (IMSA) certifications in Work Zone Safety, Traffic Signals Level II, Roadway Lighting Level II, Traffic Signal Inspector, and Signs and Markings Level II. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered. A valid Pennsylvania Driver's License, Class C, is required.

The annual salary range is \$59,000 to \$62,500 (commensurate with experience and qualifications), plus an excellent benefits package.

The City intends to fill this position as soon as possible. It will remain open until filled. If interested, please submit a cover letter, your resume, three employment references and salary history to:

City of Harrisburg, Bureau of Human Resources
The Rev. Dr. Martin Luther King, Jr. City Government Center
10 N. 2nd Street, Harrisburg, PA 17101
Phone: (717) 255-6475
Email: HR@harrisburgpa.gov (**electronic submission preferred**)

The City of Harrisburg is an Equal Opportunity Employer.
Eric Papenfuse, Mayor
www.harrisburgpa.gov

JOB TITLE:**GRADE: M-13****TRAFFIC SIGNAL AND STREETLIGHT MANAGER – DEPARTMENT OF
ENGINEERING AND DEVELOPMENT – TRAFFIC SAFETY OFFICE****GENERAL STATEMENT OF DUTIES**

The Traffic Signal and Streetlight Manager is responsible for overseeing the operation, development, and maintenance of the traffic signals, streetlights and traffic signs throughout the City as directed. Work is performed under the direct supervision of the City Engineer. The Traffic Signal and Streetlight Manager is a full-time, emergency worker, FLSA-exempt, and management-level position.

JOB LOCATION/EQUIPMENT

Work is typically performed throughout the City during weekdays from 6:30 a.m. to 3:00 p.m.; however, this position requires twenty-four hour daily availability, evening, weekend and occasional holiday duties. Work involves knowledge and use of standard and special electrical tools, ladders and other electrical safety and maintenance equipment. Work also involves the use of various machines such as personal computer and printer, copy machine, fax machine, telephones and other technological devices as necessary or required.

ESSENTIAL FUNCTIONS

Work involves, but is not limited to, the following: Supervises one or more Traffic Engineering Technician(s) in the performance of electrical maintenance/repairs. Operates a bucket truck and physically withstands heights up to seventy (70) feet in a wide range of weather conditions. Able to lift up to fifty (50) pounds without assistance. Climbs poles. Troubleshoots faulty streetlights with control system. Schedules and dispatches all street light maintenance work. Performs Pennsylvania One Call reporting to properly identify and mark City-owned utilities. Coordinates subcontractors necessary for excavations, pole replacements, etc. Communicates regularly with the City Engineer on work progress, streetlight outage reports, customer concerns, field personnel issues, workload and resource allocation and safety issues. Manages repair workload to minimize the number of streetlight outages. Accurately reports labor, material, and subcontractors used for T&M billable work. Ensures the timely closure of work orders for processing and billing. Manages inventory of spare parts/lamps/ballasts and orders replacement inventory for streetlights, traffic signals, signs and other items needed within section. Provides oversight on the traffic light and city street signage functions. Maintains regular, punctual and predictable attendance. Reports to work and remains at work in a productive condition, which includes not being under the influence or impaired by the use of alcohol and/or drugs. Establishes and maintains an effective working relationship with supervisors, co-workers and the general public. Completes all assignments in an efficient, consistent and timely manner.

NON-ESSENTIAL FUNCTIONS

Performs all other duties as assigned by supervisory personnel.

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ENGINEERING AND DEVELOPMENT – TRAFFIC SAFETY OFFICE****REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Ability to understand and follow instructions.
- Knowledge of traffic management, traffic control, signage and pavement markings.
- Extensive training and troubleshooting skills in electronics and software.
- Ability to perform response maintenance on traffic signal solid state equipment up to the device exchange level.
- Ability to repair traffic signal modules in the shop and to design test equipment needed to diagnose and repair a problem.
- Ability to follow wiring schematics, check and set traffic signal timings from plan sheet and check all field connections.
- Ability to perform preventative maintenance on all equipment and maintain records of work performed.
- Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
- Good knowledge of the standard practices, tools and terminology of the electrical trade.
- Good knowledge of the principles and elementary electrical theory.
- Good knowledge of the occupational hazards and standard safety precautions of the lineman trade.
- Ability to work at considerable heights on electric equipment.
- Ability to make repairs to complicated electrical wiring, fixtures and equipment.
- Ability to perform manual work requiring manual and physical dexterity.
- Ability to react quickly and appropriately to alarms and hazardous situations.
- Ability to maintain harmonious and effective working relationships with employees, elected officials and the general public.
- Ability to organize.
- Ability to express ideas effectively, both orally and in writing.
- Ability to keep abreast of legislative and other activities that affects public works.
- Ability to concurrently perform and/or manage multiple tasks, projects and priorities.
- Comprehensive knowledge of modern principles and practices of public works administration.
- Thorough knowledge of the laws and regulations relating to departmental activities.
- Thorough knowledge of municipal government operations.
- Thorough knowledge of City programs and resources available to solve problems.
- Thorough knowledge of the principles underlying the laws and regulations of the City.
- Thorough knowledge of supervisory methods and techniques.
- Must understand how to conduct and maintain inventory.

JOB TITLE:

GRADE: M-13

**TRAFFIC SIGNAL AND STREETLIGHT MANAGER – DEPARTMENT OF
ENGINEERING AND DEVELOPMENT – TRAFFIC SAFETY OFFICE**

QUALIFICATIONS

High school degree or equivalent. Three or more years of experience in electrical construction, streetlight systems, maintenance and repair. International Municipal Signal Association (IMSA) certifications in Work Zone Safety, Traffic Signals Level II, Roadway Lighting Level II, Traffic Signal Inspector, Signs and Markings Level II. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered. Valid Pennsylvania Driver's License, Class C, is required.