



CITY OF OMAHA CLASS SPECIFICATION

CLASSIFICATION TITLE: SIGN PAINTER

BARGAINING UNIT: [CIV BARGAINING](#)

CODE NUMBER: 6820

PAY RANGE CODE: [10110](#)

REVISION DATE: 4/27/17

NATURE OF WORK:

This is skilled work in the composition of street and traffic signs manually or with the use of a computer program to meet the Manual of Uniform Traffic Control Devices handbook (MUTCD), State, and local standards. Work involves designing street and traffic signs, construction silk screens, and hand cutting and laying out sign copy. Work direction and assignments are received in written or oral form from an assigned supervisor.

ESSENTIAL FUNCTIONS: *(Any one position may not perform all the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)*

Composes signs and cuts vinyl and film according to specifications using a computer program by retrieving and revising existing computer files and consulting reference manuals.

Silk screens signs using a squeegee to transfer ink to the sign blank through the silk.

Manually cuts, lays out, and reduces or enlarges sign copy or symbols; manually cuts paper stencils.

Fabricates new and replacement silk screens, including exposing emulsions and using mylars.

Mixes, matches, and blends paints, enamels, inks, and other materials used in sign painting.

Completes and submits reports of work completed.

Paints with indoor spray equipment, using a paint booth on various materials such as parking meter housings and parking meter poles.

Maintains up-to-date computer records of sign layouts and design.

Maintains a sufficient stock level of paints, inks, and other sign making materials.

Maintains a sufficient stock level of completed signs in inventory.

Stores, prepares, cleans, and maintains sign making equipment and materials.

Identifies and corrects problems with silk screening or exposure techniques, and communicates with computer service technicians regarding computer malfunctions.

Provides technical assistance and work direction to subordinate sign shop personnel.

Maintains regular job attendance in accordance with a schedule established for the position by the supervisor.

Performs other related duties as assigned or as the situation dictates within the scope of this classification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of and ability to operate a computer or other technology using standard or customized computer or systems software applications appropriate to the assigned tasks.

Knowledge of the methods, materials, equipment, terminology, and practices of the sign painting trade.

Knowledge of the methods used in preparing surfaces for painting and of paints, inks, colors, and sign layout.

Knowledge of the occupational hazards and safety precautions involved in the painting trade.

Skill in painting and lettering, mixing, matching, and blending paints and inks.

Skill in using spray equipment and a spray booth.

Skill in making silk screens.

Ability to design signs that meet MUTCD, State, and local standards and specifications.

Ability to make skillful, coordinated movements involved in sign composition.

Ability to interpret and work from verbal directions, sketches, penciled layouts, and specifications.

Ability to spell English words correctly.

Ability to discern colors.

Ability to compile reports of work completed.

Ability to communicate to provide technical work direction and technical support to subordinate shop personnel.

Ability to understand oral or written instructions.

Ability to learn and adapt to advances in computer and electronics device technology and software.

Ability to establish and maintain effective working relationships with fellow employees and members of the general public.

Ability to adhere to safety policies, procedures, and guidelines.

Ability to stand from 76 to 100% of the time, to walk from 51 to 75% of the time, and to reach, bend, stoop, squat, kneel, and crouch from 26 to 50% of the time.

Ability to move objects weighing up to fifty (50) pounds up to 33% of the time; objects up to twenty (20) pounds from 34 to 66% of the time, and objects weighing up to ten (10) pounds from 67 to 100% of the time.

EDUCATION AND EXPERIENCE: *(The knowledge, skills, and abilities above may be acquired through, but are not limited to, the following combination of education and/or experience.)*

High school graduation or the equivalent

AND

Two (2) years of experience in the sign painting trade.

SPECIAL QUALIFICATION

Must possess a valid motor vehicle operator's license at the time of appointment.

WORKING CONDITIONS: *(The conditions herein are representative of those that must be met by the employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.)*

Work is performed inside the traffic maintenance sign shop with no windows, amid normal conditions of humidity, fumes, odors, chemicals, and dust.

EQUIPMENT OPERATION: *(Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)*

Computer	Squeegee Sharpener	Image Enlarger
Sander	Letter Punch	Exposure Table
Copier	Screen Washer	Automatic Screen Printing Press
Film and Mat Cutting Tools		
Hand Tools (Construction and Mechanical)		

Previous Revision Date(s): 10/29/92
2/24/05