

TRANSPORTATION TECHNICIAN 1

Nature of Work: Under close supervision, an employee in this class performs beginning to full-range duties in one or more of the following areas: mapping, traffic studies, highway planning, highway design, surveying, construction, inspection or materials testing. Work is performed according to prescribed procedures and involves direct contact with employees, public officials, civic and labor groups and the public. The work may be performed outdoors in adverse weather conditions and exposure to dust and chemicals. Extensive travel may be required. Performs related work as required.

Distinguishing Characteristics: Transportation Technician 1 is work of less complexity and requires less independent judgement. The work may be performed in conjunction with higher level technicians.

Examples of Work

- Conducts traffic counts, inventories, weight checks and various studies.
- Surveys and measures property lines and road sites for exact measurements.
- Performs legal research on parcels of land to identify boundaries and ownerships.
- Prepares drafts of maps, land plots, sketches and etc.
- Conducts various tests and checks on materials or equipment used in construction or work sites to assure compliance with standards and specifications.
- Maintains and repairs equipment, tools, and instruments for proper safety accuracy and use.
- Recommends measures to correct and alleviate safety hazards.
- Maintains, prepares and updates various records, reports and maps.
- Collects sample materials for testing purposes.
- Operates various types of equipment and/or instruments.
- Cuts and removes brush when necessary to set stakes and markers to identify location of roads or construction.
- Reviews reports and records for accuracy and completeness.

Knowledge, Skills and Abilities

- Knowledge of basic mathematics, algebra, or geometry.
- Knowledge of general safety practices.
- Knowledge of proper inspection techniques and procedures.
- Skills in drafting and the use of drafting equipment.
- Skills in the use of various surveying instruments.

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TRANSPORTATION TECHNICIAN 1 (CONT'D)

Knowledge, Skills and Abilities (cont'd)

Ability to perform physical tasks requiring some strength and agility.

Ability to establish and maintain effective working relationships with other employees, officials and the general public.

Ability to express ideas clearly and concisely, both orally and in writing.

Minimum Qualifications

Training: Education equivalent to graduation from an accredited high school.

Experience: One year of full-time or equivalent part-time experience in a closely related field of assignment such as safety inspection, planning, transportation, highway construction or maintenance, the field of surveying, right-of-way mapping, drafting, or mechanical drawing.

Substitution: Thirty semester hours of any curriculum completed study from an accredited college, university, or vocational technical school may be substituted for the required experience on a year-for-year basis.

Special Requirement: A valid West Virginia driver's license may be required.

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