Auburn University Job Description

Job Title: Tech I, Sign
Job Code: ND56
FLSA status: Non-Exempt
Job Family: Facilities, Maintenance, & Operations
Job Function: Facilities Services

Grade: ST09 $32,000 - $44,800

Job Summary

Under direct supervision, assists in the removal/installation process of campus-wide signage such as building monuments and lettering, door directories, and vinyl sign creations. Assists in the removal/installation of sign poles of various styles and sizes. Assists in the maintenance, removal, and installation of parking lot, crosswalks, and street paint markings.

Essential Functions

1. Assists in the creation of signage using equipment such as vinyl plotter, engraver, and flat-bed printers.
2. Assists in the installation of signage to monument signs, door directories, building exteriors, street signage, and coroplast sheeting.
3. Assists on removing and installation of sign poles and banners campus-wide.
4. Assists in preparing and installation of street marking paint on roadways and parking lots.
5. May assist with pressure washing sidewalks and parking lots on campus.
6. Demonstrate the basic abilities to use hand and power tools such as post hole digger, augur, shovel, drill, leaf blower, etc.
7. May be responsible for meeting and maintaining training and certification requirements as outlined by the department's training and credentialing requirements.
8. Demonstrates a basic understanding of ADA standards and regulations pertaining to interior signage and parking lot signage as well as parking lot spacing.
9. May perform other related duties as assigned.

Supervisory Responsibility

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.
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Minimum Required Education and Experience

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<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
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<tbody>
<tr>
<td>High School</td>
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Experience (yrs.)  0  No experience required.

Substitutions allowed for Education:
Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:
Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Ability to follow detailed instructions and procedures. Knowledge of basic physical and mental skills. Knowledge of use of basic hand tools, power tools and other equipment. Knowledge of basic math and use of basic reading skills. Knowledge of the OSHA Safety Manual and safety practices and procedures. Demonstrates willingness to increase knowledge and expertise.

Certification or Licensure Requirements
Valid Driver's License

Pre-Employment Screening Requirements

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, sitting, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires and lifting up to 100 pounds.

Ability to see information in print and/or electronically, ability to distinguish colors.

Date: 8/23/2023