Auburn University Job Description

Job Title: Tech II, Sign

Job Code: ND57

FLSA status: Non-Exempt

Job Family: Facilities, Maintenance, & Operations

Job Function: Facilities Services

Job Summary

Under general 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. Creates signage using equipment such as vinyl plotter, engraver, and flat-bed printers. Installs signage on monument signs, door directories, building exteriors, and coroplast sheeting.
2. Assists in preparing/installation of street marking paint on roadways and parking lots.
3. Demonstrates advanced abilities to use hand and power tools such as post hole digger, augur, shovel, drill, leaf blower, etc.
4. Demonstrates a working knowledge of ADA standards and regulations pertaining to interior signage and parking lot signage and parking lot signage as well as parking lot spacing.
5. May be responsible for meeting and maintaining training and certification requirements as outlined by the department's training and credentialing requirements.
6. Responsible for pressure washing sidewalks and parking lots without supervision.
7. 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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<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>High School</td>
<td>Experience with installing, repairing, and maintaining a wide variety of signage to include: vinyl, metal, and various other types of materials used in the sign making process.</td>
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Substitutions allowed for Education:
Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:
When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Basic or advanced physical and mental skills and abilities. Knowledge of use of hand tools, power tools, heavy machinery or other equipment. Use of basic or intermediate math, reading and writing skills. Knowledge of proper use of personal protective gear. Knowledge of special safety and regulatory procedures. Knowledge of Traffic Control Safety systems.

Certification or Licensure Requirements

Valid Driver's License
Asbestos Abatement Worker (Completed within the first 180 days of employment)
Traffic Control Technician Certification (ATSSA - American Traffic Safety Services Association)(Completed within the first 180 days of employment)

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