



Date: September 29, 2021

To: Civil Service Commission

From: Jami Kerr-Jenkins, Personnel Analyst

Subject: **REQUEST TO APPROVE REVISED CLASSIFICATION SPECIFICATION–
TRAFFIC PAINTER I-II**

On June 15, 2021, the Civil Service Department received correspondence from Joe Ambrosini, Director of Human Resources, requesting the Civil Service Commission approval of the revised classification specification for Traffic Painter I-II. Staff has reviewed this request and recommends approval in accordance with Article XI, Section 1101(d) of the City Charter.

Facts for Consideration:

- The classification of Traffic Painter I-II is found at the Department of Public Works and is a new classification at the Harbor Department.
- The Traffic Painter I-II, under general supervision, applies various traffic and parking control markings utilizing both conventional and airless type systems on streets and curbs.
- The classification specification of Traffic Painter I-II was adopted on June 27, 1980 and no revisions have been made since its adoption.
- The proposed changes to the Traffic Painter I-II Classification Specification are as follows:
 - **Definition:** Added “utilizing both conventional and airless type systems on streets and curbs” to existing definition to read: “Under general supervision, applies various traffic and parking control markings utilizing both conventional and airless type systems on streets and curbs.”
 - **Distinguishing Characteristics:** Added Grade Level I and II characteristics to the classification specification. The original classification specification did not include distinguishing characteristics. The following characteristics were added:
 - **Grade Level I:** Under supervision performs the basic duties of the classification.

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- **Grade Level II:** Participates in the work of a Traffic Painter I. Traffic Painter II is distinguished from grade level I by having responsibility for training and lead supervision over subordinates and has absolute responsibility to see that all safety rules and regulations are strictly enforced.

- **Example of Duties:** Updated the job duties with more specific, updated language from past job bulletins to include:
 - The existing duty statement “Spray paints street traffic control and curb markings using pusher-type, self-propelled, or truck-mounted painting equipment” was replaced with “Performs thermoplastic pavement marking operations and applications using pusher type, self-propelled or truck-mounted equipment.”
 - The existing duty statement “Cleans and maintains painting equipment” was replaced with “Cleans and maintains spray guns, brushes, compressors and other related equipment”.
 - The existing duty statement, “Prepares reports of materials used and work performed” was replaced with “Maintains work orders with the use of computers, tablets, and handheld devices pertinent to traffic maintenance.”
 - The addition of “Uses a two-way radio in accordance with FCC standards.”

- **Minimum Qualifications:** Minimum qualifications were revised to simplify and reflect the minimum requirements on past job bulletins. The revisions are as follows:
 - Removed the existing minimum qualification of “Two years of full-time painting experience including spray painting or two years of full-time paid experience as a traffic painter helper or a combination equivalent thereto.”
 - Replaced existing minimum qualification with “Two years paid, full-time equivalent experience in spray and brush painting of streets, curb markings and legends.”

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- **Knowledge, Skills and Abilities:** Knowledge and ability statements were added as follows:
 - Knowledge of spray-painting equipment, processes, tools, and applications;
 - Knowledge of safety regulations and work practices;
 - Ability to read and understand work orders and engineering plans;
 - Ability to operate a computer, tablet, and handheld devices to process work orders;
 - Ability and willingness to comply with the Anti-Drug and Alcohol Misuse Prevention Program as required by the Department of Transportation; and
 - Ability to lift up to 75 pounds;
- **Additional Requirements to File:** The existing classification specification did not include the additional requirements. The following requirements were added:
 - A valid California vehicle operator's license.
 - A valid Class B California driver license with airbrake endorsement will be required before the completion of probation; and
 - Willingness to work weekends, holidays, and on call as needed.

Staff worked with the Department of Public Works, the Harbor Department and the Human Resources Department on the proposed changes to the Traffic Painter I-II classification. The Association of Long Beach Employees (ALBE) was notified of the proposed changes on August 24, 2021. Email correspondence was received on August 27, 2021, stating no concerns regarding the revisions to the Traffic Painter I-II classification. Therefore, a meet and confer was not held.

The Department of Public Works, the Harbor Department, Human Resources Department and the Association of Long Beach Employees (ALBE) have been informed that this request is on today's agenda and representatives from the departments will be present to respond to any questions from the Civil Service Commission.

Date: September 15, 2021

To: Civil Service Commission

From: Joe Ambrosini, Director of Human Resources 

Subject: **CLASSIFICATION SPECIFICATION REVISION – TRAFFIC PAINTER I-II**

Attached please find a draft revised classification specification for Traffic Painter I-II. The Port of Long Beach, Department of Public Works, Department of Human Resources, and Civil Service Department worked together to revise the classification specification in preparation for an upcoming recruitment. Revisions were made to the Distinguishing Characteristics, KSAs, and the Examples of Duties to reflect the current requirements and job duties of each grade level.

The Civil Service Department notified the labor association that represents the classification and there were no concerns with the revisions. The Department of Human Resources is requesting the Civil Service Commission adopt the revised classification specification for Traffic Painter I-II.

Should you have any questions regarding this item, please contact Russ Ficker, Human Resources Officer, at (562) 570-7147.

Attachments:

1. Traffic Painter I-II Classification Specification

cc:

Fred Verdugo, Deputy Director, Human Resources
Russ Ficker, Human Resources Officer

TITLE: TRAFFIC PAINTER I-II

DEFINITION: Under general supervision, applies various traffic and parking control markings utilizing both conventional and airless type systems on streets and curbs.

DISTINGUISHING CHARACTERISTICS:

Grade Level I - Under supervision performs the basic duties of the classification.

Grade Level II - Participates in the work of a Traffic Painter I. Traffic Painter II is distinguished from grade level I by having responsibility for training and lead supervision over subordinates and has absolute responsibility to see that all safety rules and regulations are strictly enforced.

EXAMPLES OF DUTIES:

- Performs thermoplastic pavement marking operations and applications using pusher type, self-propelled or truck-mounted equipment;
- Posts and maintains traffic regulatory, warning, and guide signs;
- Participates in the layout of new work according to traffic engineering plans and established legal requirements;
- Plans work and places barriers in such a manner as to cause minimum traffic interference;
- Observes safety regulations;
- Cleans and maintains spray guns, brushes, compressors and other related equipment;
- Orders equipment and materials;
- Maintains work orders with the use of computers, tablets, and handheld devices pertinent to traffic maintenance;
- Uses a two-way radio in accordance with FCC standards;
- May make and explain specific work assignments;
- May train and oversee the work of subordinates; and
- Performs other related duties as required.

MINIMUM QUALIFICATIONS:

- Two years paid, full-time equivalent experience in spray and brush painting of streets, curb markings and legends.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of spray-painting equipment, processes, tools, and applications;
- Knowledge of safety regulations and work practices;
- Ability to read and understand work orders and engineering plans;
- Ability to operate computer, tablet, and handheld devices to process work orders;
- Ability to lift up to 75 pounds;
- Ability and willingness to comply with the Anti-Drug and Alcohol Misuse Prevention Program as required by the Department of Transportation;

Willingness to work weekends, holidays, and on call as needed.

Proof of a valid driver's license must be submitted at the time of selection;

A valid Class B California driver license with airbrake endorsement will be required before the completion of probation for some positions;

HISTORY:

Approval/Adoption Dates: 06/27/80

Revised: XXXXXXXX – HR Approval

XXXXXXX – Civil Service Approval