

**PAVEMENT MARKINGS AND SIGNS OPERATOR
PROGRESSION AND PRODUCTIVITY PROGRAM
CRITERION DOCUMENT**

February 25, 2019

Note: Refer to the Pavement Markings and Signs Operator Progression and Productivity Program Policies and Procedures Document for additional information and clarification on requirements, guidelines and procedures.

To Become: PAVEMENT MARKINGS AND SIGNS OPERATOR I (LT-16)

EDUCATION: Graduation from high school or possession of a General Education Development (GED) Certificate

EXPERIENCE: Three (3) years' experience in general maintenance or construction work

LICENSES/

CERTIFICATIONS: Possession of a valid Oklahoma Class "D" Operator's License

1st Proficiency Increase:

An increase to the next step within the LT-16 pay grade will be awarded to any Pavement Markings and Signs Operator I with six (6) months as a Pavement Markings and Signs Operator I and who successfully:

Obtains a Class "B" Commercial Driver's License (CDL) with applicable endorsements; and

Completes one (1) class in either Work Zone Safety as pre-approved by the Department or one (1) approved Safety Training progression credit; and

Receives a "Proficient" rating on most current performance evaluation.

2nd Proficiency Increase:

An increase to the next step within the LT-16 pay grade will be awarded to any Pavement Markings and Signs Operator I with nine (9) months as a Pavement Markings and Signs Operator I and who successfully:

Passes an internal operator's exam, conducted by the Department, proving they can operate a bucket truck and platform truck for the installation of large mast arm signs, according to City of Tulsa specifications; and

Completes one (1) class in either Work Zone Safety as pre-approved by the Department or one (1) approved Safety Training progression credit whichever not taken for 1st proficiency above; and

Receives a "Proficient" rating on most current performance evaluation.

To Become: PAVEMENT MARKINGS AND SIGNS OPERATOR II (LT-17)

EDUCATION: Graduation from high school or possession of a General Education Development (GED) Certificate

EXPERIENCE: Four (4) years' experience in general maintenance operating specialized equipment, including one (1) year of experience as a Pavement Markings and Signs Operator I with the City of Tulsa for internal progression candidates.

TECHNICAL

KNOWLEDGE: Employee must demonstrate significant knowledge and understanding of the Manual on Uniform Traffic Control Devices (MUTCD) by passing an internal exam.

TRAINING: **Internal:** Two (2) progression credits from an internal City source(es), not previously taken, from the following choices:
One (1) progression credit from the communications or human relations group
One (1) one progression credit in Safety Training

External: One (1) seminar or workshop approved by the Department

LICENSES AND

CERTIFICATIONS: Possession of a valid Class "B" Commercial Driver's License (CDL).

DEMONSTRATED

SKILL PROFICIENCY: Receives a "Proficient" rating on the most current performance evaluation

1st Proficiency Increase:

An increase to the next step within the LT-17 pay grade will be awarded to any Pavement Markings and Signs Operator I with one (1) year as a Pavement Markings and Signs Operator II and who successfully:

Passes an internal operator's exam, conducted by the Department, proving they can operate the long-line striping truck to apply both skip and long-line stripes to the roadway according to City of Tulsa specifications and to use the hand-liner to apply crosswalk markings to the roadway according to City of Tulsa specifications; and

Completes one (1) Stormwater Operator Certification Class as pre-approved by the Department; and

Receives a "Proficient" or above rating on most current performance evaluation.