

# Missouri Department of Transportation

Code: R02381

Title: Electrician Assistant

Exemption Status: Non-Exempt

Grade: 8

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## Job Description

Effective Date 09-01-2014

Replaces  
(Effective Date) 01-01-2014

**General Summary** The electrician assistant performs duties related to the installation, maintenance and repair of traffic signals, roadway lighting, communications equipment, and other electronic devices. Responsibilities are performed under direct supervision.

**Minimum/Required Qualifications** High School Diploma or GED/HiSET, plus completion of a formal post-secondary technical training program in electronics (of at least 30 credit hours and one school year in duration).  
  
Valid Class B Commercial Driver's License with no air brake restriction and interstate status (either Excepted Interstate [EI] or Non-Excepted Interstate [NI]) must be obtained within sixty days of hire.  
  
Successful completion of a work simulation examination and a medical-physical examination.

**Supervisory Responsibilities** None

**Location** District Offices - Traffic

**Special Working Conditions/Job Characteristics** Job requires heavy physical exertion and effort, including the ability to move materials by hand, operate hand tools, and perform stationary flagging.

Job requires exposure to physical hazards, health and safety risks, and/or adverse or otherwise undesirable characteristics in the environment.

Job may require operation of vehicles to plow snow and spread ice control materials.

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## Examples of Work

- (1) Assists electrician in installing and troubleshooting traffic lights, signals, roadway lighting, message and arrow boards, and related electronic devices.
- (2) Performs repairs and maintenance on all signal and lighting related fixtures, including replacing bulbs, shields, and other parts; repairs/replaces electrical cords, wiring, and fuses, and cleans related hardware.
- (3) Assists with emergency calls and unscheduled trouble calls involving signal and lighting equipment and takes appropriate action.
- (4) Installs, repairs, and maintains radio communications equipment using various types of electronic test equipment.

- (5) Performs utility locates as requested and in emergency situations for signal, lighting and the intelligent transportation system.
- (6) Performs inspections on newly installed, modified, or repaired lighting/traffic intersections and intelligent transportation system equipment.
- (7) Monitors inventories of parts and related supplies and prepares related documentation.
- (8) Performs other responsibilities as required or assigned.

**The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.**