

**TRAFFIC SIGNAL TECHNICIAN  
PROGRESSION AND PRODUCTIVITY PROGRAM  
CRITERION DOCUMENT**

March 27, 2017

Note: Refer to the Traffic Signal Technician Progression and Productivity Program Policies and Procedures Document for additional information and clarification on requirements, guidelines and procedures.

**To Become: TRAFFIC SIGNAL TECHNICIAN I (LT-18)**

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

**EXPERIENCE:** Five (5) years of experience in electrical work or field repair of electronic equipment and related process control equipment, two (2) of which are preferred to be in traffic signal construction, operation, or maintenance.

**LICENSES AND**

**CERTIFICATIONS:** Possession of a valid Oklahoma Class "B" Commercial Driver's License (CDL) within six (6) months of hire and possession of a valid Oklahoma Class "D" Operator's License.

**1st Proficiency Increase:**

An increase to the next step within the LT-18 pay grade will be awarded to any Traffic Signal Technician I with six (6) months as a Traffic Signal Technician I and receives a proficient or better rating on last review and who successfully:

Obtains, if not previously obtained, a Class "B" Commercial Driver's License (CDL) with applicable endorsements; and

Completes one (1) internal communications or interpersonal relations class.

**2nd Proficiency Increase:**

An increase to the next step within the LT-18 pay grade will be awarded to any Traffic Signal Technician I with one (1) year as a Traffic Signal Technician I and receives a proficient or better rating on last review and who successfully completes:

One (1) external seminar or workshop as pre-approved by the Department.

Fifteen (15) hours of coursework at an accredited school in electronics, computer science, or another related field; or 200 clock hours in an approved technical program in electronics or control systems.

Apprentice hours as a licensed electrical apprentice may be substituted for clock hours in an approved technical program.

**3rd Proficiency Increase:**

An increase to the next step within the LT-18 pay grade will be awarded to any Traffic Signal Technician I with two (2) years as a Traffic Signal Technician I and receives a proficient or better rating on last review and who successfully completes:

One (1) external seminar or workshop as pre-approved by the Department.

Thirty (30) hours of coursework at an accredited school in electronics, computer science, or another related field; or 400 clock hours in an approved technical program in electronics or control systems.

Apprentice hours as a licensed electrical apprentice may be substituted for clock hours in an approved technical program.

**To Become: TRAFFIC SIGNAL TECHNICIAN II (LT-19)**

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

**EXPERIENCE:** Five (5) years of experience in electrical work or field repair of electronic equipment and related process control equipment, including three (3) years of experience as a Traffic Signal Technician I with the City of Tulsa for internal progression candidates.

**TECHNICAL**

**REQUIREMENTS:** Employee must have one of the following, or an equivalent combination per Personnel Policies and Procedures, Section 128: 60 hours of coursework at an accredited school in electronics, computer science, or another related field; or 800 clock hours in an approved technical program in electronics or control systems; or an Unlimited Journeyman Electrician's license as issued by the State of Oklahoma.

**TRAINING:** **Internal:** (Three (3) classes, not previously taken, from the following choices)  
One (1) communications or interpersonal relations course  
Two (2) classes in Safety Training  
**External:** One (1) seminar or workshop approved by department  
(Must be different than the classes used towards completion of the proficiencies.)

**LICENSES AND**

**CERTIFICATIONS:** Possession of a valid Oklahoma Class "D" Operator's License and possession of a valid Oklahoma Class "B" Commercial Driver's License (CDL) within six months of hire date

**DEMONSTRATED**

**SKILL PROFICIENCY:** Must be performing work at the Traffic Signal Technician II level at a proficient level.

**PERFORMANCE &**

**PRODUCTIVITY:** Receives a "Proficient" or better rating on last final review immediately prior to making application for progression.