

**TRAFFIC UTILITY WORKER  
PROGRESSION AND PRODUCTIVITY PROGRAM  
CRITERION DOCUMENT**

Revised March 27, 2017

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

<b>To Become: TRAFFIC UTILITY WORKER I (LT-16)</b>
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**EDUCATION:** Graduation from high school or possession of a General Education Development (GED) Certificate

**EXPERIENCE:** Four (4) years' experience in electrical maintenance

**LICENSES/**

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

<b>1<sup>st</sup> Proficiency Increase:</b>
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An increase to the next step within the LT-16 pay grade will be awarded to any Traffic Utility Worker I with six (6) months as a Traffic Utility Worker 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 or Basic Electrical Safety as pre-approved by the Department; and

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

**To Become: TRAFFIC UTILITY WORKER II (LT-17)**

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

**EXPERIENCE:** Five (5) years' experience in electrical maintenance operating specialized equipment, including one (1) year of experience as a Traffic Utility Worker I with the City of Tulsa for internal progression candidates.

**TECHNICAL COURSEWORK:** Employee must provide certificate or some other proof of enrollment in a department approved Electrical Training School Program.

**TRAINING:**

**Internal:** Two (2) classes, not previously taken, from the following choices:  
One (1) class from the communications or human relations group  
One (1) class in Safety Training

**External:** Two (2) classes, not previously taken, from the following choices:  
One (1) class in either Work Zone Safety or Basic Electrical Safety as pre-approved by the Department  
One (1) seminar or workshop approved by department

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

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