



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

SIGN MAKER I

Job Number: 20000410

Job Code: 11240V230916

Job Group: 1100 - MAINTENANCE AND TRADES

Job Established: 06/16/1982

Job Revised: 09/16/2023

Grade: 08 Salary (MIN - MID):

\$12,760-\$19,140 - Hourly

\$2,073.50-\$3,110.26 - 37.5 Hr. Monthly Salary

\$2,211.74-\$3,317.60 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs duties in the production of signs in an agency sign making shop; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate.

EXPERIENCE, TRAINING, OR SKILLS:

None

Substitute EDUCATION for EXPERIENCE:

None

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must be 18 years of age.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Executes the development of various types of signs to be used for informational purposes along public thoroughways. Receives

orders for signs. Prepares a wide variety of signs. Designs signs manually and with computer assisted design equipment. Designs and hand letters signs. Designs and cuts silk screen stencils. Fabricates metal signs. Applies paints, letters, and decals to signs. Applies reflector materials to signs. Reclaims and refurbishes old signs. Applies lettering to bridges, crosswalks, abutments, etc. Utilizes woodworking tools to craft signs of wood. Uses saws, planers, chisels, routers and related equipment in making wood based signs.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Incumbents perform duties in a production shop using various hazardous power tools and chemical processes.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to maintain a valid driver's license and may be required to drive a licensed vehicle. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug- screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.