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| Title: Sign Layout Specialist | Effective Date: May 11, 2012 | Grade: VI | Job Category: Skilled Craft |
| Prior Title: Sign Layout Specialist | Prior Effective Date: August 24, 2007 | Grade: VI | Page: 1 of 1 |

CHARACTERISTICS OF WORK

Under the supervision of the Sign Layout Supervisor, this position is responsible for sign layouts at the sign shop.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas State Highway and Transportation Department is an "at will" employer.

- Layout, cut, and apply letters on signs.
- Handpaint special signs.
- Record sign dimensions for cost determination.
- Perform cleanup duties.

MINIMUM REQUIREMENTS

The educational equivalent to a diploma from an accredited high school. Familiarity with and capability to use the various manuals and equipment relating to laying out signs.

("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)

