



## Traffic Control Coordinator

### POSITION SUMMARY:

Responsible for layout of traffic control devices, along with directing any labor(s) he may have working under his supervision. Employee should be capable of reading and understanding Traffic plans for all aspects of construction.

---

### ESSENTIAL JOB FUNCTIONS:

- Confers with supervisor and reviews schedules, specifications, and priorities to establish daily goals.
- Communicates daily goals to crews and is responsible for ensuring goals are met. Distance of traffic control needs.
- Responsible for managing crew personnel directly given to TC.
- Requisitions, obtains, and distributes supplies and materials.
- Assigns duties to workers and oversees crew activities. Cone layouts, tapers, arrow boards, VMS and crash trucks.
- Revises work assignments as required by priorities and work availability.
- Explains and demonstrates procedures and techniques to crew, as well as interprets specifications and work orders.
- Assists crews in resolving problems and advises supervisor of complex problems.
- Reads, prepares, collects, and maintains reports, such as employee time and attendance records.
- Responsible for ensuring on time starts with TC being in place in a timely manner.

### EMPLOYEE BENEFITS:

- Comprehensive Medical, Dental & Vision
- Life & AD&D
- Paid Time Off
- Paid Holidays
- Voluntary Long- and Short-Term Disability
- Voluntary Supplemental Life
- 401K with Discretionary Employer Match
- Aflac Supplemental Plans
- Pre-paid Legal

- Flexible Spending Accounts
- Employee Assistance Program
- Discounts for Six Flags Great Adventure
- Discounts on Auto & Homeowner's Insurance through New Jersey Manufacturers

***All positions within The Earle Companies have potential for advancement through our fully structured Career Development Program. We place a very strong emphasis on identifying High Profile Employees to help them advance up their career ladders. Those who possess the drive to succeed will be given the necessary tools for education and advancement.***