

CITY OF HELENA



Position Title: Parks Maint Worker
(Arborist assignment)

Department: Parks and Recreation

Position #:

Grade: 135

EEO Category: (08) Service Maintenance

FLSA: Non-exempt

EEO Function: (06) Natural Resources

Work Comp Code: 9410

DEFINITION

Under general supervision, performs a variety of skilled and semi-skilled tasks in the pruning and maintenance of the City's trees including tree and forest evaluation, disease prevention, tree maintenance and promotion of urban forestry information and ideas.

SUPERVISION RECEIVED

Supervised by the Parks Maintenance Supervisor

SUPERVISION EXERCISED

May act as a lead worker of a seasonal or regular work crew.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Perform all aspects of tree care services: Perform assessment of tree condition and health and inventory of trees and urban forests in city parks & public rights-of-way.

Perform tree trimming, hazardous tree removal and tree planting; tree maintenance, planting, preservation & removal activities in city parks & public rights-of-way.

Diagnoses disease and insect problems and takes remedial action as appropriate.

Abate and clean up storm damage.

Operate the maintenance of an inventory system of all trees using computer programs and record systems (GPS/GIS). Enter and retrieve data on computer system.

Ensure that all tree care work is performed in accordance with industry and city safety standards.

Ensure that equipment is properly inspected and working properly at all times including before, during and after each day's work.

Operate, service, and make minor repairs to equipment. Perform routine maintenance on related equipment.

Order related supplies.

Perform tree care using aerial lift, pruning and planting equipment.

Ongoing contact with employees and the general public. Conduct oneself in a professional manner and maintain a professional image at all times.

Use of individual judgment within prescribed standards and procedures.

Arrive at work according to work schedule and times.

Important & Essential Duties cont.:

Variable work schedule including weekends, and evenings.

Maintain accurate records of inventory.

Perform manual labor and other duties as assigned.

OTHER JOB RELATED DUTIES

Perform other duties as assigned. Must be available to respond to emergency call out.

SAFETY RELATED DUTIES:

Abide by the City of Helena and department/division work practices established for specific job assignments and occupations.

Report occupational injuries, illnesses and near misses immediately to their supervisor. Follow supervisor instructions for obtaining first aid and/or medical attention. Participate in accident investigations as requested by the supervisor.

Participate fully in safety training. Suggest improvements in safety training requirements or programs to the supervisor or the safety committee.

Identify unsafe work conditions and unsafe practices. Correct hazards or report them to the supervisor or safety committee as appropriate.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Urban forest practices, tree trimming and planting safety considerations and OSHA standards and guidelines.

Understanding and knowledge of how all tree care equipment is used to carry out work in a safe, efficient and effective manner (pole pruners, hand saws, chain saws, lift trucks, chippers, and stump grinders).

Montana Code Annotated and Helena Municipal Code relating to trees and vegetation in the parks and rights-of-way.

Working knowledge of computers and GIS systems.

Skill to:

Operate department equipment and perform tree maintenance tasking using a variety of mechanical and hand tools.

Identify tree species.

Ability to:

Read and follow maps and use GPS/GIS database systems.

Recognize and plan for the needs of urban forest, works closely with city staff, other departments, contractors and volunteer organizations to see projects to completion.

Perform or quickly learn the variety of skills needed to perform assigned major duties.

Establish and maintain positive relationships with City employees, supervisors and the public.

Physical Demands

Duties require frequent periods of standing, walking, talking or hearing, climbing or lifting/carrying, pulling/pushing, reaching with hands and arms, and using hands to finger, handle or feel. Duties require occasional periods of sitting, and keyboarding. Weights up to 80 pounds are frequently encountered with some exposure to items weighing up to and in excess of 400 pounds with assistance. Duties require upper body (back, shoulders and neck) strength. Vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Hazards include frequent exposure to high speed chain saws; moving, mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outdoor weather conditions (sun, heat and cold); risk of electrical shock; cramped quarters; vibration; stinging insects; and human error. Hazards can also include occasional exposure to toxic or caustic chemicals and angry/hostile humans. Must be able to add, subtract, divide and multiply. Reading materials require complex interpretation; verbal instructions require moderate interpretation.

Work Environment

Duties performed outdoors in variable climatic and atmospheric conditions.

Must be willing to work nights, weekends, holidays and storms as needed.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

High school graduation or equivalent plus some (1-3 years) experience in grounds maintenance, landscape architecture, horticulture or arboriculture; and in the operation, service and minor repair of a variety of light and heavy duty equipment, including chain saws, tree trimming tools, bucket trucks and general shop equipment.

Qualifications or experience in the following areas is desired: supervision of others, use of herbicides, the use of brush chippers and tree trimming truck and computer programs and record systems (GPS/GIS).

License or Certificate:

Must have an acceptable driving record at time of hire and the ability to obtain a MT CDL – Class B within 6 months of hire.

Must obtain Arborists Certification from the International Society of Arboriculture within 12 months of hire.

Special Requirements:

Subject to pre-employment as well as random, reasonable suspicion, post accident and follow-up drug and alcohol testing as per the City of Helena substance abuse policy.