

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION TEAM**

Job Title	<u>Arborist</u>
Sch & Grade	<u>CTL-7</u>
Class Code	<u>HA45</u>
FLSA Status	<u>Non-exempt</u>
Bargain Unit Elig.	<u>SEIU</u>
Occupational Group	<u>Horticulture</u>

PRIMARY PURPOSE:

Trims, fells, and cares for trees; operates a variety of vehicles and other equipment.

SUPERVISION:

Under direct supervision.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Works effectively in precarious positions at considerable heights above ground while completing necessary trimming and pruning to eliminate hazards and preserve the beauty of trees.
2. Sprays, paints and disinfects trees for insects, pests, and other diseases.
3. Performs the following responsibilities as outlined by the International Society for Arborists (ISA) and government guidelines: Inspects for tree quality and defects; locates planting sites; and determines proper felling, pruning, bracing, chemical application and tree removal needs as required.
4. Plants and maintains new trees and other plants.
5. Operates a variety of vehicles and equipment such as pickup trucks, aerial boom trucks, tractors, tree spades, augers, stump grinders, brush chippers, chain saws, pruners, and sprayers.
6. Cares for equipment and tools through proper maintenance.
7. Reads forms, instructions, labels and other information regarding tree evaluation and job sheets, equipment operation, and product application
8. Loads, unloads, and maneuvers a variety of materials and equipment such as brush, limbs, chemicals, mulch, wire, rope, and other items as required.
9. Maintains simple records and logs as required.
10. Determines procedures or equipment to utilize based on training.
11. Performs appropriate post-tree trimming clean-up of job site including raking, sweeping, etc.
12. Operates tractors in cutting grass, and performs other grounds maintenance work as required.
13. Performs related ground maintenance work such as trimming shrubs, flower planting, and garden maintenance as required.
14. Directs the work of other crewmembers as assigned.
15. Assists with special projects sponsored by the assigned department.
16. Travels to a variety of work sites.
17. Ensures that proper safety procedures and equipment are used for the protection of pedestrians, traffic and workers as outlined by the Manual on Uniform Traffic Control Devices (MUTCD).
18. Protects city-owned trees from mechanical damage during construction.

IMPORTANT FUNCTIONS:

1. Attends conferences, workshops, seminars, and other training for professional development purposes.
2. Services and makes minor repairs to assigned equipment.
3. Performs duties or other comparable and/or lower level positions as required.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Principles, procedures, and methods of arboriculture; materials and equipment utilized in arboriculture operations; appropriate safety principles and procedures applicable to arboriculture operations.

Abilities

Effectively execute the application of arboriculture principles and techniques for the purpose of care of city-owned trees; utilize appropriate tools and equipment in a manner consistent with safety principles; work effectively at considerable heights above ground; follow oral and written instructions; direct the work of a small group of workers when applicable; communicate effectively verbally; deal effectively and courteously with associates and the general public; present an overall professional image; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of a team in carrying out the City's stated mission and philosophy; perform the essential functions of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

Requires at least three years of experience in performing arboriculture principles and techniques consistent with the accepted practices outlined by the International Society of Arboriculture such as tree planting, tree pest/disease identification, tree trimming, rigging, tree identification, transplanting, etc. Plus, candidate must pass appropriate skills test.

Physical Requirements

Performs bending, squatting, kneeling, climbing, twisting, and reaching both to ground level and overhead; lifts and carries up to 100 pounds; pushes and pulls up to 150 pounds; holds and grips objects; subject to working in awkward positions and periods of prolonged standing. Based on equipment available for use and weight of tools needed to perform function, must insure individual weight does not compromise the safety to self, co-workers, or equipment.

Working Environment

Primarily outdoors with exposure to dust and pollen; occasional exposure to allergenic plants such as poison ivy; subject to a variety of extreme weather conditions; exposed to constant and extreme noise; susceptible to mechanical and electrical hazards associated with equipment and utility lines; may be exposed to hazardous chemicals when working with pesticides; subject to other safety hazards associated with tree trimming activities.

Licensing/Certification

Must possess and maintain the following depending on department assignment within the probationary period: A valid Class "A" Commercial Driver's License (CDL) with tanker endorsement; A valid State Public Operator's License(Ornamental and Turf Category or Right of Way);CPR and First Aide Certification; a valid International Society of Arboriculture Certified Arborist certificate; a Tree Care Industry Association Electrical Hazard Awareness Program certification.

Miscellaneous Requirements

Must pass pre-employment drug testing and submit to periodic drug testing as required by applicable laws. Some assignments may require weekend and/or evening work. Subject to emergency call-in.

Last Revision:	January 31, 2012	GENERAL ORDINANCE NO. 2282
Comments:	Updated Abilities	Date: June 1976

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.

Signed: _____ **Date:** _____