

JOB SPECIFICATION

CLASS TITLE	ADOPTION	
SENIOR TREE CARE SPECIALIST	RESOLUTION NO. 8243	EFFECTIVE DATE 6/20/23
	FLSA DESIGNATION NON-EXEMPT	

GENERAL PURPOSE

Under general supervision, to direct a crew and perform a variety of skilled tree maintenance and removal; climb trees and operate aerial devices and other tree maintenance equipment for the purpose of tree and root pruning; and perform related work as required.

DISTINGUISHING CHARACTERISTICS

A Senior Tree Care Specialist is a senior-level classification in the Operations division. In addition to performing the full range of entry-level and advanced skilled duties, incumbents serve as the lead person of a crew of entry-level maintenance personnel overseeing their work and providing guidance and training as they carry out tree maintenance and tree care duties. Work requires an in-depth understanding of the City's tree canopy, operations and best maintenance practices, and involves significant accountability for ensuring stable, dependable care of the City's trees.

This position reports directly to the Public Works Supervisor. A Senior Tree Care Specialist is distinguished from Public Works Supervisor in that an incumbent in the latter class has higher levels of certification, and provides full supervision and oversight of the operations, activities and staff in the City's tree care operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Directs, trains, and participates in the trimming, pruning, and maintenance of trees on municipal properties, working from the ground, from ladders, in aerial devices, and by climbing trees with the aid of ropes and climbing saddles.
2. Uses small and large power equipment and hand tools to cut and trim trees.
3. Plants, removes, irrigates, cultivates, applies pesticides, and fertilizes trees and shrubs.
4. Leads the work of tree trimmers who are working on the same assignment.
5. Oversees contractor crews in supervisor's absence.
6. Fosters a team environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

7. Assists with inspection of trees throughout the City and initiating work orders to trim, spray, or remove trees.
8. May be required to drive a light or heavy-duty truck and/or operate a crane truck.
9. Operates stump remover, root cutters, spray rig, brush chippers, and skip loader and attachments.
10. Cuts and removes concrete and asphalt.
11. Makes minor repairs to irrigation systems.
12. Ensures safety of property and persons by placing or directing to be placed warning devices and other safety apparatus at job sites.
13. Investigates citizen complaints.
14. Inspects contract work to ensure performance according to required standards.
15. Requisition materials; prepares and maintains various written reports.
16. May be required to perform additional functions including, but not limited to, landscape maintenance of parks and other municipal properties.
17. Drives on City business.
18. Respond to emergency call outs.
19. Other related duties, as assigned.

MINIMUM QUALIFICATIONS**KNOWLEDGE OF:**

1. The characteristics of shade and ornamental trees used in the urban forest.
2. The methods and equipment used in planting, bracing, spraying, injecting, pruning, trimming, and removing trees and shrubs.
3. Principles and practices of leadership.

ABILITY TO:

1. Observe and ensure safe practices and procedures.
2. Perform heavy manual labor; climb trees using appropriate equipment.

MINIMUM QUALIFICATIONS

3. Operate power saws, shears, axes, pruning tools, ladders, aerial devices, and other standard tree trimming tools and equipment.
4. Operate computers and related computer software.
5. Understand, follow and give written and oral directions.
6. Learn, comprehend, and apply department policies and regulations.
7. Safely drive a light or heavy-duty truck.
8. Communicate effectively, both orally and in writing.
9. Maintain records and prepare written reports.
10. Establish and maintain effective working relationships with supervisors, fellow employees, and the public.
11. Implement safety regulations.

EDUCATION, TRAINING AND EXPERIENCE:

A typical way of obtaining the knowledge, skills and abilities outlined above is:

Graduation from high school or GED equivalent, and five years of experience in general tree maintenance work, including tree trimming and tree climbing, landscape maintenance, horticulture, or related work; or an equivalent combination of training and experience is required. Experience in a public agency is preferred.

LICENSES; CERTIFICATES; SPECIAL REQUIREMENTS:

A valid California Class C Driver's License, and the ability to maintain insurability under the City's vehicle insurance program are required.

~~A valid California Class "B" Driver's License is required.~~

Certification as a Certified Tree Worker by the International Society of Arboriculture is highly desired.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, handle, feel or operate objects, tools or controls; reach with hands and arms;

PHYSICAL AND MENTAL DEMANDS

perform repetitive movements of hands or wrists; climb or balance on ladders or stairs; stoop, kneel, bend at the waist, crouch or crawl; and smell. The employee is frequently required to lift up to 50 pounds, and occasionally lift and/or move up to 100 pounds.

Specific vision abilities required for this job include close vision, distance vision, use of both eyes, depth perception, color vision and the ability to adjust focus.

MENTAL DEMANDS

While performing the duties of this class, an employee uses written and oral communication skills; reads and interprets data, information and documents; analyzes and solves problems; uses shop math; learns and applies new information and skills; responds to emergency situations; and interacts with others encountered in the course of work, including frequent contact with customers and/or the public and dissatisfied/ abusive individuals.

WORK ENVIRONMENT

The employee regularly works in outside weather conditions, and frequently works near moving equipment and mechanical parts in or near street traffic with significant exposure to unsafe or hazardous drivers; is exposed to wet or humid conditions and vibration; and works in high, precarious places. He/She is exposed to fumes or airborne particles, toxic or caustic chemicals, and biological hazards. The employee is occasionally exposed to loud or prolonged noise and equipment with heavy vibrations, and may be at risk of electrical shock.

The employee may be required to work various shifts and standby at night, on weekends and holidays as needed.

