

CITY OF WATERTOWN POSITION DESCRIPTION

This job description has been prepared to assist in the evaluation of various classes of responsibilities, skills, and working conditions. It indicates the kinds of tasks and levels of work difficulty generally required of positions given this job. The principle duties and responsibilities enumerated are all essential functions except for supplemental duties and responsibilities. Supplemental duties are described beginning with the word "May." This job description is not intended to limit or modify the right of any supervisor to assign, direct and control the work of employees. Nothing contained herein is intended or shall be construed to create or constitute a contract of employment between any employee or group of employees and the City. The City retains and reserves any and all rights to change, modify, amend, add to, or delete from any section of this description as it deems, in its judgment, to be proper.

DATE: October, 2023

Title: Arborist/Bucket Truck Operator **Department:** Park, Recreation & Forestry **FLSA Status:** Nonexempt

General Summary:

Performs a wide variety of forestry duties on City streets, parks, or other properties to include, but not be limited to, the materials, methods, practices, techniques and equipment used in tree planting, maintenance and removal. Assists in the layout of new plantings and pruning schedules, surveys, inventories, tree condition assessment, and general park maintenance.

Reporting Relationships:

Work is performed under general supervision of Maintenance Supervisor and/or the City Forester.

Specific Accountabilities:

1. Performs all aspects of forestry duties including trimming, planting and transplanting, pruning, removing, fertilizing, treating, and repairing of trees and shrubs.
2. Maintains certificates and performs duties as a bucket truck operator under the supervision of the City Forester.
3. Operate City's Geographic Information System program and maintain tree inventory records.
4. In the City Forester's absence, responsible to direct work for full time staff members and seasonal employees.
5. Diagnose and treat insect/disease problems.
6. Performs roping, rigging, and safety procedures during tree removal
7. Operate chain saws, ropes, hand tools and power equipment.
8. Operate aerial trucks, chippers, stumpers, loaders, dump trucks etc.
9. Operate power mowers, tractors, loader, and trucks.
10. Performs trouble shooting on assigned equipment as needed.
11. Performs general care and maintenance of all types of equipment.
12. Prepare and maintains accurate records of work performed.
13. Ability to interpret plans and specifications.
14. May work in confined spaces.
15. May assist with all park operations in addition to interdepartmental operations.
16. Respond to emergency tree damage (storms).
17. Assist with snow removal operations.

Required Knowledge, Skills and Abilities:

High school graduation (or HSED equivalent) required, with three (3) to five (5) years of experience in arboriculture, bucket truck operations and parks maintenance. Obtain within one year an ISA Certified Arborist. Professional experience that includes disease and pest control, pruning, tree risk safety, removal, planting, and line clearance safety.

Must possess and maintain a Commercial Driver's License with B and C endorsements with air brake restrictions (within 6 months) and have an excellent driving record. Must have the ability to successfully complete a pre-employment post offer drug and alcohol screen upon hire; random drug and alcohol screens thereafter.

- Knowledge of bucket truck and forestry operations for removal and pruning.
- Considerable knowledge of types of trees, materials, methods, practices, techniques, and equipment used in tree maintenance, pruning, and removal.
- Ability to use applicable climbing apparatus and to tolerate considerable heights.
- Ability to work near powerlines, as trained.
- Ability to obtain and maintain Line Clearance Tree Trimmers Certification.
- Ability to obtain and maintain Wisconsin certified arborist credentials.
- Knowledge of the use of common insecticides, fungicides and fertilizers.
- Thorough knowledge of the hazards of tree work and the ability to work safely.
- Skill in the techniques of snow removal to include plow operation.
- Ability to understand and carry out verbal and written instructions.
- Ability to lift and carry up to 50 pounds repeatedly & perform light to heavy tasks in varying weather and traffic situations.
- Ability to remain drug and alcohol free within the guidelines of the law.
- Ability to work in confined spaces. (Training will be provided.)
- Ability to establish and maintain effective working relationships with supervisors, co-workers and the general public.
- Working knowledge of the occupational hazards and ability to work safely and take precautions for safe operation of motor driven equipment, including operation over rough, slippery, or unstable surfaces.
- Ability to perform light to heavy physical tasks under varying weather conditions.
- Ability to apply to all city and department policies, tree ordinances and work rules.
- Ability to, at times, work a fluctuating schedule, including mandatory overtime.
- Ability to follow all workplace safety procedures.
- Ability to use a computer (Microsoft office, email).
- Ability to stay on task and self-perform.
- Ability to obtain and maintain certifications through the city (MSHA, forklift, CPR, first aid, NIMS).