

HUMBLE INDEPENDENT SCHOOL DISTRICT

Job Description

Pest Control Technician
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Reports to:	Director of Operations Business
School/Department:	Operations Business
Pay Grade:	Manual/Trades/MT6
Days Worked:	261
Wage/hour status:	Non-Exempt
Created/revised:	April 2025

Primary Purpose:

Provides support in the area of pest control of interior and exterior areas at all District facilities as needed. Inspects and documents all pest control situations. Inspects, detects, prevents, and conducts control work for structural and agricultural pests for the District's Integrated Pest Management (IPM) Program. Educates District staff in understanding their role in Integrated Pest Management. Applies the appropriate application of treatment in accordance to the situation and by applicable District, State, and Federal standards.

Qualifications:

Education/Certification:

- High School Diploma or GED
- Possess a Texas State Pest Control License with lawn and ornamental, weed control, and pest categories
- Valid Texas driver's license with a good driving record

Special Knowledge/Skills:

- Knowledge of the latest grounds keeping methods and equipment
- Thorough knowledge of pesticides and associated laws and regulations that regulate the use of pesticides
- Knowledge of pest management and safe application of chemical pesticide control techniques
- Technical knowledge of Integrated Pest Management in school facilities
- Skill in pest control chemical application
- Skill in using and applying a variety of correct methods, techniques, and relies on extensive experience, training, and judgement to plan, troubleshoot, and accomplish tasks and deadlines.
- Skill in the operation of all related basic, advanced and sophisticated tools and equipment of the pest control trade
- Skill in accurately calculating time and material estimates associated with a project
- Skill in analytical, problem solving and project planning management on a large scale
- Skill in diagnosing, communicating and explaining technical information effectively in an understandable format to a wide variety of diverse stakeholders
- Ability to read labels, laws, and regulations to determine if a safety hazard exists and requires immediate attention
- Ability to work independently and exercise good judgement with limited supervision in successfully performing duties
- Ability to prioritize tasks and coordinate multiple projects to meet specific deadlines
- Ability to make decisions regarding project planning and individual work priorities and group work priorities
- Ability to maintain professional behavior, appearance, and work ethic to represent the school district in a positive manner at all times
- Ability to communicate effectively with tact and diplomacy and provide a high level of customer service to supervisor, administrators, co-workers, and staff.



Experience:

- Three years experience in commercial or school pest control management field for a large organization
- Experience in pest, lawn and ornamental, weed control, termite and IPM

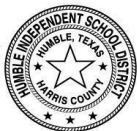
Major Responsibilities and Duties:

List Major Area of Responsibility

1. Ensure and maintain a comprehensive pest control preventative maintenance program is maintained at all facilities.
2. Inspect property to evaluate and determine contributing factors and levels of infestations and conduct appropriate treatments and or repairs.
3. Work with supervisor to plan, evaluate and modify the district facilities maintenance goals on a routine schedule using current data, research and best practices.
4. Ensure all chemicals are dispensed in a correct manner, in compliance with Federal, State, and local environmental safety laws, regulations, and ordinances.
5. Create and sustain a shared district and departmental vision that supports learning through service
6. Model sustainability (green) programs with students, staff and community.
7. Operate a vehicle and power or hand equipment to inspect and repair structures or for the application of pesticides to control various pests.
8. Trap and remove live and dead animals and insects including, but not limited to rodents, bees, snakes, and bats.
9. Maintain and store pesticides under safe conditions.
10. Maintain records including the various types of pesticides and prepare reports to justify use of those chemicals.
11. Schedule dates of application of chemicals and post signs where pesticides are used in accordance with State Law.
12. Operate and adjust calibration of power sprayers and maintain a variety of specialized equipment.
13. Make minor repairs to equipment and property.
14. Order supplies as needed. Follow established guidelines in locating and purchasing materials and equipment.
15. Coordinate work with other departments, shop, and/or outside contractors and vendors.
16. Ensure that equipment, tools and vehicles under your care are maintained properly.
17. Read, write and communicate effectively in English.
18. Read, apply, and explain rules, regulations, policies, and procedures.
19. Perform follow up inspections.
20. Properly dispose of unused chemicals and agents.
21. Assist Grounds team as needed.

Safety

1. Perform preventive maintenance on tools and equipment.
2. Operate tools and equipment according to established safety procedures.
3. Ensure that equipment is in safe operating condition.
4. Must adhere to all guidelines set forth on MSDS (Material Safety Data Sheets) when handling chemicals.
5. Must wear PPE (Personal Protective Equipment) when performing any task which could cause injury or illness.
6. Take necessary action immediately and report any condition which could cause injury or illness.
7. Follow established safety procedures and techniques to perform job duties, including lifting and climbing, etc.
8. Must wear district issued uniform while at work.



Budget

1. Operate departments within limits of available budgeted resources.
2. Identify and communicate budget and facility needs in a timely manner.

Policy, Reports, and Law

1. Compile, maintain and file all reports, records and other documents required.
2. Comply with policies established by federal and state law, State Board of Education rule and local board policy.
3. Insure that all Integrated Pest Management reports are completed and submitted to the Texas Department of Agriculture as needed.

Supervisory Responsibility

- None

Other

1. Maintain confidentiality of privileged and sensitive information when received and distributed to appropriate designees as directed by the Associate Superintendent of Support Services.
2. Maintain an organized work environment and truck.
3. Maintain a professional appearance.
4. Adaptable to new procedures and change.
5. Attend meetings as required and professional development as required or to enhance knowledge, skills, and abilities and remain current on new and emerging technologies and innovations.
6. Attend training on various software/hardware that is being supported by Humble ISD and maintain a working knowledge of the same.
7. Perform other duties as assigned

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

This job involves continuous standing, walking, bending, climbing, crouching, pushing, pulling, carrying, reaching, lifting and lowering up 50 lbs. Maintain emotional control under stress. Frequent district wide travel.

Frequent prolonged and irregular work hours. Able to work different shifts such as: weekends, evenings, late shift, and over 8 hours per day when required, on short notice—flexibility with schedule preferred. May be “On-Call” 24/7 to respond to repairs as necessary in area of responsibility. Respond to emergency calls as needed. Noisy environment. There is intermittent work at heights. There will be physical exposure to cold, heat, dampness and noise. Good hearing, color discrimination and depth perception are necessary. Must have the ability to work appropriately with others in close proximity. Possible exposure to chemicals. Work in indoor or outdoor settings, exposure to harmful, vermin and potential disease causing organisms. Ability to operate a lift/hoist and forklift. Work location assigned requires physical presence in office. Daily attendance and punctuality are essential functions of the job.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee: _____ Date _____

Supervisor: _____ Date _____