



ARBOR TECHNICIAN I

JOB DESCRIPTION

Department: Public Works	Division: Operations
Work Location: Urbana Public Works	Percent Time: 100% (1.0 FTE)
Job Type: Civil Service	FLSA Status: Non-Exempt
Reports To: Arbor Supervisor	Union: AFSCME

JOB SUMMARY

The Arbor Technician I is responsible for assisting in the coordination of the care and health of the City's trees by monitoring, treating and safeguarding City tree's health conditions to improve public safety within and enhance the appearance of the City's parklets and open space properties, on public right-of-way, and other properties under the control of the City.

The Arbor Technician I will work with crews or individually in seasonal planting, tree removal, pruning, spraying, and fertilizing trees. Typical tasks include operating equipment as assigned; and periodically diagnosing plant disorders and assist in their control measures. The Arbor Technician I is subject to call-out during emergencies or severe storms. Work assignments may also include duties related to scheduled special events.

While performing this work, incumbent adheres to the best practices and safety ideals for arboricultural practices including pruning, planting and removal techniques, climbing techniques, composition and use of common pesticides and fertilizers, occupational hazards and safety precautions of the tree care industry, and other related work.

Distinguishing Characteristics: Arbor Technician I is the journey-level class in the Arbor Technician series. This job class performs general arbor tasks while learning the more skilled tasks. Incumbents in this classification receive on-the-job training, specific day-to-day direction, under moderate supervision. Positions at this level are not expected to function with the same amount of knowledge or skills as positions allocated to the Arbor Technician II level and exercise less independent discretion and judgment in matters related to work procedures and methods. Under supervision and through training and experience, employees in this classification are assigned increasingly responsible duties.

ESSENTIAL FUNCTIONS

- Plants and transplant trees, shrubs, and other plants.
- Treats and/or removes dead or diseased trees, shrubs, and other plant materials through the use of handsaws, chainsaws, pesticide sprayer, stump grinder, and wood chipper.
- Operates end loader, skid steer loader, backhoe, dump trucks, and various boom trucks for tree maintenance work as assigned.
- Trims and prunes trees using an aerial lift truck or rope and saddle.
- Sprays and fertilizes trees, shrubs, and other plants.
- Responds to emergency calls about trees.
- Diagnoses tree disorders and assists in their control measures.
- Oversees activities of Arbor/Landscape Maintenance Workers, part-time and seasonal workers.
- Removes snow from sidewalks by shoveling or using snow blower. Removes snow from streets and parking lots using snow plow; spreads salt on streets and sidewalks.
- Keeps daily logs and records as assigned.
- Assists in the maintenance and repair of chainsaws and other small equipment.
- Performs daily preventative maintenance of equipment.
- Cleans Public Works facilities and yard as assigned.
- Responds to emergency calls as necessary; assesses emergency situations; corrects or controls situations and contacts Crew Leader, Arbor Supervisor, Deputy Director for Operations or Director of Public Works if situation requires such.
- Performs other related duties as assigned.

JOB REQUIREMENTS

Education & Experience

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- Knowledge of and skills typically acquired through graduation from high school; knowledge of basic science, math, and communication
- Three years of related work experience dealing exclusively with trees.
- College-level coursework in horticulture or related field is preferred.

Knowledge of

- Knowledge of and ability to identify trees, shrubs, and other plants via common name
- Tree anatomy and requirements of care plants, trees and shrubs.
- Characteristics of plant pests and diseases, insect problems, and appropriate techniques for control.
- Principles of proper pruning and safe removal techniques.
- Knowledge of and ability to identify trees, shrubs, and other plants.
- Knowledge and skills in using standard materials, tools, and equipment required for standard tree care practices including chainsaws, aerial lift trucks, front end loader, skid steer loader, backhoes, wood chipper and stump grinder; ability to adapt to additional equipment as assigned.
- Occupational hazards and safety precautions and practices necessary in tree care industry.
- Knowledge of preventative maintenance and minor repair of equipment.

Skills

- Knowledge of and skills typically acquired through graduation from high school; knowledge of basic science math, and communication
- Skill in the use and care of manual and heavy equipment used in the arboriculture trade.

Ability to

- Demonstrate good teamwork, leadership, interpersonal skills, and excellent verbal and written communication. Establishes and maintains effective working relationships with other employees and the public in the course of performing assigned duties.
- Comprehend and interpret work assigned through written and verbal instructions.
- Perform tasks under adverse weather conditions.
- Lift 100 pounds and maneuver at least 200 pounds on a regular basis, with or without reasonable accommodation.
- Safely operate City vehicles, including those requiring a State of Illinois Class B CDL.
- Provide routine maintenance of equipment used.
- Respond to emergencies and scheduled special events by work nights, weekends, and extended hours as needed.
- Ability to climb trees using rope and saddle technique.
- Become knowledgeable of the City of Urbana's Tree Ordinance and standards.

- Become knowledgeable of ANSI 300 and ANSI Z133 standards for arboricultural practices

Licenses, Certifications and Memberships Required

- Must possess or obtain within six (6) months of employment a valid State of Illinois Class B Commercial Driver's License (CDL) with Air Brake endorsement and have a safe driving record. Possession of a State of Illinois Class B Commercial Driver's License with Air Brake Endorsement at the time of hire is preferred.
- Obtain an ISA Certified Arborist designation within 12 month of hire.
- Must possess an Illinois Pesticide Applicators license, or obtain one within 12 months of hire.

Security Level

- Level CDL: Must demonstrate the ability to perform safety-sensitive functions in accordance with federal requirements.
- Level PHYS: Must demonstrate the ability to perform essential functions that require physical agility as noted in the job description, with or without reasonable accommodations.

Job Dimensions

Special Requirements

- Employees in this classification are designated as Emergency/Essential and may be required to work overtime with little or no advance notice. Employees in this classification may be subject to standby duty for after-hours emergencies on a rotating basis.

The incumbent has considerable ongoing responsibility for public safety, as characterized by regularly scheduled duties including: 1) responding to emergencies that directly affect the safety of the public, and 2) operating equipment or machines for which the consequences of operator error include significant property damage and/or threaten serious injury to self or others.

Contacts

- The purpose of interactions occurring during the normal scope of work involve planning or coordinating work efforts with other City employees, members of the public, or others who are working toward common goals and where relationships are generally cooperative. Contacts are moderately structured and routine and require courtesy, discretion, and sound judgement.

Supervision received

- This position works under supervision of the Arbor Supervisor, however, generally works independently under the oversight and guidance of the Crew Leader.

Level and complexity of supervision exercised

- This position is not responsible for supervising any staff positions, but may assist in providing guidance to seasonal and part-time personnel and Landscape/Arbor Maintenance worker in absence of the Arbor Supervisor or Crew leader.

Physical Demands and Working Conditions

The work environment involves potential high risk and/or stress due to exposure to dangerous situations, hazardous materials, and/or unusual environmental stress from working in high-risk situations and/or high noise levels, poor ventilation, and/or extremes of heat or cold. Protective gear and/or special equipment is normally required.

Work requires considerable and strenuous physical exertion such as climbing ladders, frequent lifting of objects up to 100 pounds, crawling or crouching in restricted areas. Occasional maneuvering of heavy objects weighing up to 200 pounds is required with or without special accommodations. The work environment and physical demands may include: making precise arm-hand positioning movements; lifting arms above shoulder level; working in small, cramped areas, (e.g., equipment enclosures, etc.); climbing ladders or steps to reach work areas; remaining in a standing position for extended periods of time; working outside year-round in a variety of weather conditions with exposure to the outdoor elements; moving heavy objects long distances (more than 20 feet); traveling across rough, uneven, or rocky surfaces; lifting heavy objects up to 100 lbs.; using power tools and hand tools; climbing stairways, ladders, and work on elevated structures; working in a stationary position for considerable periods of time (i.e., kneeling, standing, and sitting); exposure to heat, cold, dampness, dust, pollen, odors, fumes, etc.; exposure to hazards of falls, noise, equipment operation, etc.; typically working at heights of 20 to 70 feet: occasionally in excess of 70 feet; and may require working extended hours (employees are assigned stand-by shifts outside their normal work shift and may be called for emergencies).

Vision/Hearing

Able to see in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; visually inspect work in progress. Able to hear in the normal audio range with or without correction.

The physical demands and work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties listed above 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 the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Class Specification History

New class:

General revision:

Revised minimum qualifications:

Revised definition, minimum qualifications, and add distinguishing characteristics:

Revised minimum qualifications:

Revised definition and distinguishing characteristics:

New class code:

For HR/Finance Use

Job Class Code	Pay Grade
EEO Category	LVL