



Career Service Authority

Senior Tree Trimmer

Page 1 of 6

GENERAL STATEMENT OF CLASS DUTIES

Performs full performance work trimming, removing, and applying insecticides to trees and shrubs.

DISTINGUISHING CHARACTERISTICS

The Senior Tree Trimmer performs full performance lead work over Tree Trimmers under general supervision whereas the Tree Trimmer performs standard level trimming, removing, and applying insecticides to trees and shrubbery under normal supervision.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally but not always clearly applicable, requiring the employee to exercise judgment in selecting the most pertinent guideline, interpret precedents, adapt standard practices to differing situations and recommend alternative actions in situations without precedent.

Duties assigned are generally complex and may be of substantial intricacy. Work assignment is performed within an established framework under general instructions but requires simultaneous coordination of assigned functions or projects in various stages of completion.

Employee is responsible for determining time, place and sequence of actions to be taken. Unusual problems or proposed deviations from guidelines, practices or precedents may be discussed with the supervisor before being initiated.

Level of Supervision Received and Quality Review:

Under general supervision, the employee receives assignments and is expected to carry them through to completion with substantial independence. Work is reviewed for adherence to instructions, accuracy, completeness and conformance to standard practice or precedent. Recurring work clearly covered by guidelines may or may not be reviewed.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, defended, gathered and discretion and judgment are required within the parameters of the job function.

Level of Supervision Exercised:

Leadwork.

ESSENTIAL DUTIES

Observes and follows safety rules and regulations.

Develops or modifies work plans, methods and procedures; determines work priorities and develops work schedule to provide adequate staff coverage. Provides work instruction and assists employees with difficult and/or usual assignments. Assigns and distributes work, reviews work for accuracy and completeness and returns assignments with recommendations for proper completion.

Resolves problems encountered during daily operations and determines appropriate solutions.

Contributes to the development of the performance enhancement plan, documents performance, provides performance feedback and furnishes information for the formal performance evaluation.

Responds orally to informal grievances and relays information to the supervisor.

Documents situations which may be cause for disciplinary action and provides this information to the supervisor.

Oversees and ensures proper preparation and application of insecticides with high velocity spray equipment to prevent injury or damage to self, other employees, the public and the property.

Assists in the training of other tree trimmers.

Monitors the safety practices of the crew assigned and corrects unsafe practices as needed.

Trims dead, diseased or broken limbs from trees utilizing rope and saddle, chain saw, hand saw and other related equipment common to the care of trees and shrubs.

Inspects and identifies tree diseases and insects and environmental stress. Takes samples from diseased or insect infested trees for laboratory analysis.

Ensures balance and symmetry of trees and shrubbery when removing dead branches.

Operates a wide variety of heavy and power equipment in trimming and removing trees and shrubbery, including a mobile aerial tower unit, tandem trucks, loaders, stump grinders and chippers.

Maintain records and prepares daily activity reports.

By assignment, performs preventative maintenance on equipment.

Performs other related duties as assigned or requested.

.....
Any one position may not include all of the duties listed.
However, the allocation of positions will be determined by
the amount of time spent in performing the essential duties
listed above.
.....

MINIMUM QUALIFICATIONS

Competencies, Knowledges & Skills:

Integrity/Honesty- Displays a high standard of ethical conduct and understands the impact of violating these standards on an organization, self and others; chooses an ethical course of action; is trustworthy.

Oral Communication- Expresses information to individuals or groups effectively, makes clear and convincing oral presentations, listens to others and facilitates an open exchange of ideas.

Problem Solving- Identifies and analyzes problems; uses sound reasoning to arrive at conclusions; finds alternative solutions to complex problems; distinguishes between relevant and irrelevant information to make logical judgments.

Written Communication- Expresses facts and ideas in writing in a succinct and organized manner.

Reading- Understands and interprets written material, including technical materials, rules, regulations, instruction, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Technical Competence- Uses knowledge that is acquired through formal training and/or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Leadership- Interacts with others to influence, motivates, and challenges them; adapts leadership styles to a variety of situations.

Flexibility- Is open to change and new information; adapts behavior and work methods in response to new information, changing conditions or unexpected obstacles; effectively deals with ambiguity.

Leading a Diverse Workforce- Implements diversity policies for subordinate staff; supports opportunities to develop and retain a diverse workforce; promotes teamwork, acceptance and productivity among diverse persons.

Managing Human Resources- Plans, distributes, coordinates, and monitors work assignments; evaluates work performance, provides feedback on performance; ensures staff are appropriately utilized and developed, and are treated in a fair and equitable manner.

Interpersonal Skills- Shows understanding, courtesy, tact, empathy, concern; develops and maintains relationships; may deal with people who are hostile, distressed; relates well to people from varied backgrounds and situations; is sensitive to individual differences.

Reasoning- Identifies rules, principles or relationships that explain facts, data or other information; analyzes information and makes correct inferences or draws accurate conclusions.

Self Management- Sets well defined and realistic personal goals; displays a high level of initiative effort and commitment towards completing assignments in a timely manner; works with minimal supervision; is motivated to achieve; demonstrates responsible behavior.

Teamwork- Encourages and facilitates cooperation, pride, trust and group identity; fosters commitment and team spirit; works with others to achieve goals.

Decision Making- Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks and evaluates and chooses the best alternative in order to make a determination, draw conclusions or solve a problem.

Knowledge of supervisory principles and practices sufficient to be able to perform a variety of leadwork functions.

Knowledge of supervisory principles and practices sufficient to be able to contribute to the development of an employee performance plan and document employee performance.

Knowledge of arboreal practices sufficient to be able to train tree trimmers.

Knowledge of safety practices and precautions sufficient to be able to supervise, train and provide safety instructions to subordinates and others. Recognize and correct hazardous situations.

Knowledge of tree trimming methods and rope techniques sufficient to be able to trim, cut and remove trees, shrubs and bushes.

Knowledge of insect and tree disease sufficient to be able to recognize and identify insect and disease in trees.

Knowledge of insecticides sufficient to be able to recommend proper insecticide, recognize hazards and properly mix and apply.

Knowledge of proper maintenance techniques for equipment sufficient to be able to implement and perform preventative maintenance on equipment.

Skill in applying existing guidelines or recommending new approaches to the development and modification of work plans, methods and procedures for the work unit or function.

Skill in prioritizing and scheduling work to allow for its efficient and effective completion.

Skill in reviewing work for accuracy and completeness.

Skill in independently adapting, interpreting and applying written guidelines, precedents and standardized work practices to a variety of unprecedented and problematic situations.

Skill in tree climbing and trimming techniques including the use of rope and saddle.

Skill in operating equipment such as mobile aerial tower unit, stump grinder, winch truck, hydraulic grappler loader and large dump truck.

Skill in maintaining and repairing equipment and machinery.

Skill in maintaining and organizing files, records and documents.

Physical Demands:

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Lifting: raising or lowering an object from one level to another.
Carrying: transporting an object, usually by hand, arm, or shoulder.
Pushing: exerting force upon an object so that the object is away.
Pulling: exerting force on an object so that it is moving to the person.
Climbing: ascending or descending objects usually with hands and feet.
Balancing: maintaining body equilibrium to prevent from falling over.
Stooping: bending the body by bending spine at the waist.
Crouching: bending body downward and forward by bending legs.
Reaching: extending the hand(s) and arm(s) in any direction.
Handling: seizing, holding, grasping, or otherwise working with fingers.
Fingering: picking, pinching, or otherwise working with fingers.
Feeling: perceiving attributes of objects by means of spoken word.
Talking: expressing or exchanging ideas by means of spoken words.
Hearing: perceiving the nature of sounds by the ear.
Receptive motions: making frequent movements with a part of the body.
Eye/hand/foot coordination: performing work through using two or more.
Lifting: raising or lowering an object more than 50 pounds.
Far acuity: ability to see clearly at 20 feet or more.
Near acuity: ability to see clearly at 20 inches or less.
Depth perception: ability to judge distance and space relationships.
Field of vision: ability to see peripherally.
Color vision: ability to distinguish and identify different colors.
Mathematical reasoning
Memorization
Oral Comprehension
Spatial Orientation
Written Comprehension

Working Environment:

Temperature changes: variations in temperature from hot to cold.
Noise: sufficient noise to cause distraction or possible hearing loss.
Vibrations: strain on the body to cause bodily harm if endured daily.
Hazards: conditions where is danger to life, body, and/or health.
Atmospheric conditions: conditions that affect the skin or respiratory system.
May be exposed to hazardous chemicals.
Subject to burns and cuts.
Subject to injury from moving parts of equipment.
Subject to varying and unpredictable situations.
Works in precarious or high locations.

Education Requirement:

Graduation from high school or possession of a GED Certificate.

Experience Requirement:

Two years of experience trimming, removing and applying insecticides to trees and shrubbery using rope and saddle equipment.

Education/Experience Equivalency:

Additional appropriate experience may be substituted for the minimum education.

Licensure and Certification:

Possession of a valid Colorado Driver's License at the time of application.

Possession of a valid Colorado Driver's License (CDL) "B" with appropriate endorsements, supplemented by a good driving record by the end of probation. Licensure may be kept current as a condition of continued employment in this class.

Possession of a State of Colorado Department of Agriculture Pesticide/Applicator Operator License at the time of application.

Possession of a National Arborist Association Electrical Hazard Awareness Program Certification at the time of application.

CLASS DETAIL

FLSA CODE: Non-Exempt

ESTABLISHED DATE: 09/16/1995

REVISED DATE: 12/01/2003

REVISED BY: Jayne Lujan

CLASS HISTORY Revised class spec into the new format adding competencies.