

CITY OF ANN ARBOR, MICHIGAN
JOB DESCRIPTION

**JOB TITLE: Public Works Technician – Forestry and Public Space
Maintenance**

Job Number: 112854/112864/112874/112884/112894

Date Finalized: 9/28/2016

Service Area: Public Services

Accountable To

Service Unit: Public Works

Public Works Supervisor

Mission Statement

The City of Ann Arbor is committed to providing excellent municipal services that enhance the quality of life for all through the intelligent use of resources while valuing an open environment that fosters fair, sensitive, and respectful treatment of all employees and the community served.

Role Summary

To provide care and management of the public trees within Ann Arbor’s urban forest, safe operation and upkeep of the City’s public spaces, public parks including facilities and outdoor recreational amenities.

Duties

Incumbent may be responsible for the following duties:

Essential Duties

Forestry Track:

- Planting, pruning, treating and removing City trees and shrubs
- Repairing and processing of tree storm and mechanical damage
- Safe use of equipment including but not limited to chainsaws and pole pruners, operating; loaders, backhoes,
- Snow removal
- Safe use of equipment including but not limited to, bucket trucks, prentice, chippers, vehicle mounted front plows and vehicle mounted underbelly plows.

Park and Public Space Maintenance Track:

- Maintaining, repairing, constructing and renovating park facilities using proper carpentry, electrical, HVAC and plumbing skills and standards
- Maintaining, repairing, inspecting and installing park play structures
- Designing, constructing, maintaining and repairing irrigation systems
- Constructing, repairing, planting and irrigating flower/shrub beds
- Brush removal and weed control
- Snow removal
- Safe use of equipment including but not limited to commercial mowers, broom tractors, specialized snow removal equipment, vehicle mounted front plows, and vehicle mounted underbelly plows.
- Graffiti removal

Related Work

Forestry Track:

- Investigating public trees to diagnose disease
- Maintaining tree nursery; ensuring healthy growth of public trees; removing tree stumps, performing minor equipment maintenance and repair

Park and Public Space Maintenance Track:

- Repairing and maintaining park surfaces, including crack sealing and installing wood chips and slag
- Removing litter and refuse from park facilities and grounds, and performing related work as assigned

Knowledge of:

Forestry Track

- General methods, materials and equipment in the forestry/arborist industry
- General, methods, and materials used in planting, pruning and removing trees
- General preventative maintenance practices of forestry equipment
- Basic work safety, PPE (Personal Protection Equipment) and OSHA/MIOSHA standards
- General computer hardware and software applications
- Understanding of rigging methods for tree removal and trimming

Park and Public Space Maintenance Track

- General construction methods
- Basic work safety, PPE (Personal Protective Equipment) and OSHA/MIOSHA standards
- Basic mechanical, electrical, plumbing and HVAC principles
- Basic ball diamond and athletic field regulations and standards
- General preventive maintenance practices of mechanical equipment
- General computer hardware and software applications

Skills

- Communicating through oral and written instruction
- Safely operating required hand, electronic and mechanical tools and equipment
- Reading, interpreting, and following maps, routes, manuals and blueprints
- Assessing and identifying problems and finding solutions
- Maintaining inventory and maintenance records and files
- Time management and task prioritization

Equipment

Listed in the Public Works Technician Equipment List

Standard office equipment, PC, Fax, Copier, Calculator and other miscellaneous office equipment.

Training and Experience

- High School Diploma or equivalent (G.E.D.)
- Determined by the Public Works Technician Job Progression Chart
- 3 years Urban Forestry Experience (forestry track)
- Minimum 2 yrs climbing with ability to obtain line clearance certification within 1 year (forestry track)

Licensing Requirements (position requirements at entry)

- Valid Driver's License
- CDL-A with an N Endorsement preferred at hire
- A CDL-B with Air Brake Endorsement is required prior to the expiration of the probationary period.
- CDL-A with an N Endorsement is required within 1 year of hire.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

The physical ability to drive, climb, balance, stoop, kneel, crouch, crawl, reach, stand, walk, push, pull, lift, grasp, feel, talk, hear, see and perform repetitive motions. The work requires the ability to operate hand and foot controls on machinery and equipment.

The physical ability to safely operate light to heavy equipment and tools as listed in the Public Works – Forestry & Park and Public Space Maintenance Job Progression Chart. The physical ability to safely utilize

hand tools and/or mechanical or manual equipment.

The incumbent will be required to wear various level of personal protection equipment which may include a hard hat, safety glasses, safety boots, harness, etc.

The incumbent may be exposed to hazardous physical conditions (including but not limited to confined spaces, heights, mechanical parts, electrical currents, vibration, noise levels above 85 decibels, etc.), poor atmospheric conditions (including but not limited to fumes, odors, dusts, gases, poor ventilation, respiratory health hazards), inadequate lighting, and intense noise. In addition, the work will require seasonal exposure to extreme (both hot and cold) weather conditions, including snow and ice. The incumbent may be required to work with various chemicals. The incumbent may be exposed to domestic and wild animals.

The work may involve working in or near road work or construction zones.

The physical ability to ascend and descend ladders to access work areas, and enter into and exit from confined spaces. The incumbent may be working from heights. The work may often involve the ability to perform routine heavy lifting and carrying up to 50 lbs. and occasional heavy lifting of up to 100 lbs. The incumbent may be expected to walk on rough, uneven terrain, as well as wet and slippery surfaces. The work requires the ability to distinguish colors and hear audible alarms. The incumbent may be required to use a respirator, and to participate in necessary respiratory protection program, as well as audiometric testing. (Incumbent may be exposed to blood borne pathogens.

Heavy Work: Exerting in excess of 50 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Description Prepared By:

Grounds Maintenance Design Team, July 2003dew / Revised 9/04/ Revised Matt Warba/HR Review-AC, AW11/24/2014/ Union Approved by Curt Morris 12/2/2014

Job Title Change Update, Safety & Legal Update, Matt Warba, Molly Maciejewski 8/2016/ HR Review- JC, AW 8/2016/ Union Approved by Curt Morris 9/28/2016