ASHEVILLE, NORTH CAROLINA

Classification Specification

Tree Trimmer
Job Code: 4105
FLSA: Non-Exempt

Purpose of Classification:

The purpose of this classification is to trim and maintain City trees and vegetation in City rights-of-way, parks, and sidewalks.

Distinguishing Characteristics:

This is a single level classification.

Essential Functions:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Leads and coordinates daily work activities of assigned co-workers: confers with supervisor to obtain direction regarding work assignments and priorities; organizes tasks to complete assigned work; monitors status of work in progress and inspects completed work; confers with co-workers; assists with complex/problem situations and provides technical expertise; and assists with training and instructing co-workers regarding operational procedures and proper use of equipment.

Assesses job sites: reviews work requests; conducts visual inspections of trees along rights of way, parks, sidewalks, and other public properties; determines corrective action necessary to complete work orders and/or alleviate any hazards and problems.

Maintains, trims, and removes trees in accordance with established techniques, procedures, and accepted

practices: cuts and trims tree branches; removes diseased or dead trees; ropes and blocks branches and trees; picks up and disposes of tree limbs, brush, and other materials from grounds or right-of-way areas; and removes and grinds stumps.

Follows established safety procedures: utilizes safety equipment and wears protective gear; monitors work environment to ensure safety of employees and other individuals; monitors traffic conditions surrounding trucks and equipment to identify obstructions, pedestrians, or unsafe traffic conditions; flags and directs traffic and places markers, signs and cones around project and work site to ensure safety of crew and the traveling public; and reports any incidents, accidents, problems, or unusual situations.

Performs related duties in support of department operations: hangs and installs holiday decorations; and assists during and after emergency weather events, as directed.

Operates and maintains a variety of machinery, equipment, and tools associated with department projects, which may include aerial lifts, crew cab pickup, track hoe, skid steer, woodchipper, stump grinder, knuckle boom truck, dump truck, chainsaws, or other tools and equipment.

Performs general cleaning and maintenance tasks necessary to keep equipment and tools in operable condition, which may include inspecting equipment, checking and replacing fluids, refueling vehicles, performing minor equipment repairs, greasing equipment, replacing parts, washing and cleaning equipment, or cleaning shop or work areas; monitors equipment operations to maintain efficiency and safety; and reports faulty equipment to supervisor.

Communicates with supervisor, other City employees, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Processes a variety of documentation associated with department/division operations, within designated timeframes and per established procedures: receives, reviews, prepares, completes, processes, forwards or retains as appropriate various forms, reports, work orders, stump dump tickets, vehicle maintenance logs, and other documentation; compiles data for further processing or for use in preparation of department reports; and maintains computerized and/or hardcopy records.

Additional Functions:

Performs other related duties as required.

Minimum Qualifications:

High school diploma or GED required; supplemented by three years of experience in tree or landscape maintenance; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Specific License or Certification Required: Must possess and maintain a valid North Carolina Class B Commercial Driver's License (CDL), including appropriate endorsement(s). Must possess and maintain electrical hazard awareness, line clearing, or other certifications, as required.

Specific Knowledge, Skills, or Abilities: Must be able to demonstrate proficiency in performance of the essential functions and learn, comprehend, and apply all City or departmental policies, practices, and procedures necessary to function effectively in the position.

Performance Aptitudes:

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools and/or materials requiring complex and/or rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference and descriptive data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA Compliance:

Physical Ability: Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, heights, machinery, vibrations, electric currents, traffic hazards, bright/dim lights, animal/wildlife attacks, or rude/irate customers.

The City of Asheville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.