



## Position Recruitment Notification For Internal & External Candidates

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<b>Job Classification:</b>	Urban Forestry Technician II
<b>Department/Division</b>	Public Works Department/Forestry Division
<b>Employment Status:</b>	Full-time
<b>Hourly Salary:</b>	\$21.94 - \$27.48, DOQ
<b>FLSA:</b>	Non-Exempt
<b>Union:</b>	SEIU Local 73
<b>Employment Commission:</b>	N/A
<b>Deadline for Application:</b>	September 7, 2022

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The Village of Oak Park, Illinois is accepting applications to fill an Urban Forestry Technician II position in the Forestry Division of our Public Works Department. Oak Park is a dynamic and historic community, located just 8 miles west of downtown Chicago. The Village of Oak Park's Forestry Division manages the Village's urban forest of more than 18,000 parkway trees as well as more than 100 various public landscaped areas.

### POSITION SUMMARY:

This is the full journey level class within the Urban Forestry Worker series. Employees within this class are distinguished from the Urban Forestry Worker I by the performance of the full range of duties assigned including planting, pruning and removing trees. Employees at this level receive are technically competent arborists with the knowledge and experience to complete the job duties with only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

Possession of an Illinois Class B Commercial Driver license with Air Brake and Tanker Endorsement within six months and is a condition of continued employment. Possession of a Certified Arborist or Certified Tree Worker designation from the International Society of Arboriculture and is a condition of continued employment. Possession of a Certified Pesticide Operators License or higher from the Illinois Department of Agriculture within six months of employment and is a condition of continued employment.

Working conditions include travel from site to site, some exposure to dust and noise, some heavy lifting, standing, climbing and work in inclement weather conditions. This position is subject to 24-hour call out in emergency situations.

### INSTRUCTIONS TO APPLICANTS:

Applicants can visit our website at <http://www.oak-park.us/jobs>. Submit applications and resumes by mail to: Human Resources, Village of Oak Park, 123 Madison Street, Oak Park, IL 60302; by email to: [jobs@oak-park.us](mailto:jobs@oak-park.us); or by fax to: 708-358-5107. The Village of Oak Park offers a highly competitive benefit package that includes a retirement plan, deferred compensation program, social security, health & life insurance, vacation, sick leave & other benefits.

The Village of Oak Park is an Equal Employment Opportunity Employer committed to a diverse workforce and strongly encourages applications from candidates of color.

## URBAN FORESTRY TECHNICIAN II

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

### **DEFINITION**

To perform skilled work in the cultivation and maintenance of trees and landscaped areas; and to perform a variety of technical tasks relative to assigned area of responsibility.

### **DISTINGUISHING CHARACTERISTICS**

This is the full journey level class within the Urban Forestry Worker series. Employees within this class are distinguished from the Urban Forestry Worker I by the performance of the full range of duties assigned including planting, pruning and removing trees. Employees at this level receive are technically competent arborists with the knowledge and experience to complete the job duties with only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Forestry Superintendent. Receives general direction from the Maintenance Crew Chief (Urban Forestry)

**EXAMPLES OF DUTIES** - *Essential and other important duties and responsibilities may include, but are not limited to, the following:*

#### **Essential duties and responsibilities**

1. Prune, plant, and maintain trees and shrubs.
2. Remove dead, diseased, or hazardous trees.
3. Maintain various landscaped areas, rake leaves and clear debris and litter from parking lots, walks and other facilities.
4. Competently and safely operate heavy and light equipment including: front end loaders, log loaders, chippers, stumpers, chain saws and other forestry and landscape related equipment.
5. Apply pesticides and chemicals for insect, disease and weed control.
6. Perform preventive maintenance on equipment as required.
7. Perform heavy physical labor including some from height.
8. Ensure the adherence to safe work policies and procedures.
9. Work overtime as required. This position is subject to 24 hour call out in emergency situations.

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### **Other important responsibilities and duties:**

1. Participate as a plow driver as part of the Snow and Ice Control Program.
2. Respond to public inquiries in a courteous manner; providing appropriate information.
3. Perform related duties and responsibilities as required.

### **QUALIFICATIONS**

#### **Knowledge of:**

Safe work practices.

Modern methods and techniques of tree pruning, removal and planting.

Modern methods and techniques of landscape maintenance, and pesticide applications.

Operational characteristics of mechanical equipment and tools used in the area of work assigned.

Occupational hazards and standard safety practices necessary in the area of work assigned.

#### **Ability to:**

Ensure that best in class customer service is provided to both internal and external customers and also embrace, support, and promote the Village's core values, beliefs, and culture.

Perform skilled tree maintenance or landscaping work as assigned.

Operate bucket trucks according to ANSI standards Z133.

Climb in safe practice according to ANSI standards Z133.

Perform preventive maintenance on and troubleshoot issues with mechanical equipment as required.

Work independently in the absence of supervision.

Use and operate hand tools, power tools, chain saws, and mechanical equipment including aerial lift truck, log loader, front-end loader, stump grinder and chipper in a safe and efficient manner.

Operate a variety of mechanical equipment in a safe and effective manner in routine situations.

Understand and follow oral and written instructions.

Perform a variety of manual tasks, sometimes at height, for extended periods of time and in unfavorable weather conditions.

Apply good judgment and practical knowledge to resolve unusual or irregular problems.



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Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work including the general public.

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- *Walking or standing for extended periods of time*
- *Working from extended positions in an aerial bucket*
- *Operating assigned equipment.*

Maintain effective audio-visual discrimination and perception needed for:

- *Making observations*
- *Communicating with others*
- *Operating assigned equipment.*

Maintain mental capacity which allows for effective interaction and communication with others.

Maintain reasonable and predictable attendance

### **Experience and Training Guidelines**

**Experience:** Two years of increasingly responsible experience in arboriculture and horticulture including aerial work as identified above **AND**

**Training:** Demonstrated formal and/or documented informal education providing knowledge of arboriculture, urban forestry and horticulture or a related field. **AND**

### **License or Certificate**

Possession of an Illinois Class B Commercial Driver license with Air Brake and Tanker Endorsement within six (6) months and is a condition of continued employment.

Possession of a Certified Arborist or Certified Tree Worker designation from the International Society of Arboriculture and is a condition of continued employment.

Possession of a Certified Pesticide Operators License or higher from the Illinois Department of Agriculture within six (6) months of hire and is a condition of continued employment.

### **Preferred Qualifications**

Possession of an Associate's Degree in Urban Forestry, Arboriculture or a related field from an accredited college or university; a minimum of sixty (60) semester credit hours may substitute for the degree requirement providing knowledge of urban forestry or higher.

Chainsaw certification from a recognized organization.

### **WORKING CONDITIONS**

Travel from site to site; some exposure to dust and noise; some heavy lifting, standing, climbing; may work at heights; work in inclement weather conditions.



**URBAN FORESTRY TECHNICIAN II**

**COVID-19 VACCINATION REQUIREMENTS**

As a condition of employment, all Village employees must be fully vaccinated against COVID-19 and must submit proof of vaccination or a completed exemption form. Those employees who are not fully vaccinated

shall be required to participate in the Village's COVID-19 testing program and wear a mask at all times in the workplace except when actively eating or drinking.