

CITY OF TAFT

CLASS TITLE: LANDSCAPE LEAD PERSON

RANGE 35.8

\$1,525 - \$1,854 Bi-weekly

BASIC FUNCTIONS:

Under general supervision, the Landscape lead person leads and coordinates multiple **inmate crews** in manual and semi-skilled work involving the maintenance of municipal facilities and equipment for an assigned park or landscape area; and performs other work as required.

SUPERVISION RECEIVED

Works is assigned and supervised by the Public Works Operations Manager, but independent judgment is required over technical details and day to day maintenance schedules.

SUPERVISION EXERCISED

Will supervise inmate work crews and; Lead and coordinate multiple crews in the daily horticultural activities and operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Leads and coordinates multiple crews in the daily horticultural activities and operations involved in maintaining public parks and facilities, landscaped medians, street right-of-ways and City trees; leads and coordinates the daily activities and operations involved in pesticide application; assists in planning, assigning and reviewing the work of skilled, semi-skilled and unskilled employees; oversees assignments of equipment and maintains records; assists in evaluating employee performance; trains new regular and temporary employees; attends meetings with the public and other City departments; responds to citizen questions and complaints; identifies and resolves problems and responds to emergencies; and performs special projects

PERIPHERAL DUTIES

May be required to perform regular street maintenance as assigned by immediate supervisor: and perform weekend and daily call duty as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

(A) High school diploma or GED equivalent; and

(B) Five (5) years of experience involving daily horticulture activities and experience in landscape cost estimating and planning/design phases of landscape and irrigation systems.

(C) Any combination of experience and education that would be likely to provide the required knowledge, skills, and abilities could be qualifying, as determined by the City.

Necessary Knowledge, Skills and Abilities:

- (A) Knowledge of the operation and maintenance characteristics of equipment used in the division to which assigned.
- (B) Knowledge of occupational hazards and appropriate safety practices applicable to assigned equipment for the job related duties to be performed and for subordinate personnel.
- (C) Ability to make minor repairs and adjustments and to service equipment to which assigned.
- (D) Ability to work from oral and written instructions and to follow job diagrams.
- (E) Ability to maintain records, prepare written reports, etc.
- (F) Ability to act as lead person and direct the work of a small crew.
- (G) Good physical condition and ability to perform manual tasks.
- (H) Ability to follow projects through to completion with minimum instruction and supervision.
- (I) Ability to operate all assigned equipment safely.

SPECIAL REQUIREMENTS

Valid State of California *Class C Driver's* license, or ability to obtain one.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment, including backhoe, dump truck, pickup truck, utility truck, street sweeper, roller, refuse collection vehicle, front loader, man-lift, tamper, plate compactor, saws, pumps, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch, chain saws, riding mower, power tools, etc.

PHYSICAL DEMANDS

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

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee

frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here 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.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is low to mid level.

SELECTION GUIDELINES

City of Taft application, rating of education and experience; oral interview and reference check; job related tests may be required, including a physical by the City physician.

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.