



CITY OF
PRINCE GEORGE

JOB DESCRIPTION

JOB TITLE: ARBORIST 1 **SCHEDULE:** A
DIVISION: PARKS & SOLID WASTE
DEPARTMENT: CIVIC OPERATIONS

JOB SUMMARY:

Under the general direction of the Arborist 2, Foreman or Supervisor, this position is responsible for specialized urban forestry and horticulture work. This is skilled arboriculture work involving the identification of trees & tree pests, inspection, care and maintenance of trees in municipal parks, greenbelts, streets and other municipal properties including installing, pruning, removing trees. The incumbent is also responsible for assessing hazardous trees and recommending appropriate action to be taken, and for planting, cultivating and fertilizing trees in urban settings. The incumbent may occasionally be required to oversee the work of several employees engaged in a variety of routine parks tasks. The incumbent responds to inquiries or complaints in a courteous and tactful manner and interacts regularly with other City employees, the general public, developers and contractors. This position is physically demanding and performs related duties as required. Works outside in all weather conditions.

MAJOR RESPONSIBILITIES:

Under general supervision of the Arborist 2, Foreman or Supervisor:

Assists with the City's urban forestry activities by:

- inspecting trees and identifying type, size and condition;
- pruning and shaping trees and shrubs using appropriate techniques and tools and in accordance with industry standards;
- falling of and removal of trees in a safe manner on a wide variety of sites;
- identifying worksite hazards and participating in the development and implementation of a safe work plan;
- inspecting and operating an aerial lift unit safely and efficiently in all weather conditions as well as using power saws and hand tools;
- operating a chipper, stump grinder and all other mechanical tools associated in the arboriculture field safely and efficiently;
- caring for, inspecting and maintaining all tools and supplies used in the field such as ropes, harnesses come-along and winches;
- responding to inquiries from the public on tree related matters;
- assisting with the installation and taking down of seasonal decorations, banners and other hardware requiring an aerial lift or ladders.

Undertakes a variety of horticulture tasks by:

- planting, cultivating, fertilizing and trimming landscaped and park areas;
- mowing and trimming grass;
- ensuring the general tidiness of landscaped and parks areas, as well as hard-surfaced areas, including litter and snow control.

Performs administrative tasks by:

- recommending remedial action to supervisory staff as required;
- assisting with the development of urban forest plans and programs;
- helping maintain records in accordance with the urban forestry plan;
- providing advice regarding the control of tree diseases, funguses and pests;
- preparing a variety of documents and reports;
- assisting in the preparation of tender documents;
- responding to a wide variety of customer inquiries and requests with courtesy and tact;
- documenting and updating the tree inventory program; and
- updating information on city web site for the Parks Division.

QUALIFICATIONS:

Education: Completion of Grade 12. Certified Arborist Technician or other provincial equivalent. ISA (International Society of Arboriculture) Certified. WUAA/HEBC Falling & Bucking Endorsement. Pesticide Applicator's license, Chainsaw safety and fall protection certification must be completed within 6 months of hire. Tree Risk Assessor Qualification would be an asset.

Experience: One year directly related work experience in the arboriculture field.

Knowledge and Skills: Considerable knowledge of the methods, practices, materials, tools and equipment used in the pruning, planting, removal and maintenance of trees. Considerable knowledge of tree species and the theories and practices related to the field of Arboriculture. Demonstrated ability to use and operate the tools and equipment used in the horticulture and urban forestry trades in a safe and efficient manner. Knowledge of the use and application of herbicides, pesticides and fertilizers. Knowledge of the occupational hazards and safety regulations applicable to the work. Ability to safely remove trees in an urban setting and skills required in chainsaw operation and proper felling cuts and techniques. Ability to perform heavy manual tasks. Must be comfortable working from heights using ladders or aerial lifts. Good computer skills including familiarity with Microsoft Word and Excel. The ability to maintain simple records. Ability to work within, and contribute to, a proactive team environment. Demonstrated commitment to customer service. Ability to foster and maintain positive, cooperative working relationships with other City employees. Ability to understand and effectively carry out written and oral instructions with a minimum of supervision. Excellent interpersonal skills in dealing with internal customers, contractors, suppliers and the public. Excellent verbal and written communication skills. Sufficient physical strength, stamina and agility to perform the required duties. Knowledge of WorkSafe BC regulations, occupational hazards and safe work procedures as it relates to the position, including but not limited to bullying and harassment, working alone and other significant hazards.

Valid BC Driver's License: Yes – Valid BC driver's license, class 5, full privilege with Air Endorsement
Vehicle Usage: Yes – City owned vehicles
Police Information Check: Yes - Must have a clear Police Information Check for offences related to the position.
Baseline Hearing Test Yes

Prepared by: Environmental Services
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