



## **Arborist, Ordinance Compliance**

### **SALARY GRADE: 18**

**PURPOSE OF POSITION:** To represent the City in public hearings involving tree protection issues, including enforcing the provisions of the City of Sarasota tree protection ordinance and inspecting job sites in the City for compliance with the tree protection ordinance.

#### **ESSENTIAL FUNCTIONS:**

- Understands and enforces all aspects of the City of Sarasota tree protection ordinance.
- Prepares reports relating to tree protection issues that are of a quality that can be presented at quasi-judicial hearings.
- Processes tree removal permits filed with the Building Department.
- Monitors job sites to ensure tree protection barriers are erected and maintained.
- Works with Development Review Committee regarding site plan review for projects.
- Monitors maintenance of trees planted for mitigation purposes.
- Supervises planting, transplanting, cultivating, trimming, spraying, fertilizing, pruning and irrigation necessary for the healthy growth and propagation of trees planted by contractors in relation to the tree protection ordinance.
- Maintains appropriate system of records concerning the tree protection ordinance.
- The intent of this class description is to provide a representative summary of the types of duties and responsibilities that will be required of classifications given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Incumbent may be required to perform job-related tasks other than those specifically presented in this job description.

#### **JOB BASED COMPETENCIES:**

- Working knowledge of the methods and equipment used in the maintenance and care of trees.
- Working knowledge of hazards involved and applicable safety precautions relating to tree protection.
- Ability to detect plant and tree diseases and determine appropriate corrective measures.
- Knowledge of trees, shrubs, flowers and groundcover plant species commonly used in public and commercial landscaping.
- Knowledge of the operation and maintenance of tools and materials used in ornamental horticulture and arboriculture.
- Knowledge of desktop computer systems, equipment and software, including spreadsheet, database, word processing and similar software programs and GPS systems.
- Ability to maintain effective working relationships with other employees and the general public.
- Ability to attend quasi-judicial hearings involving the tree protection ordinance.
- Ability to prepare complete, accurate and coherent reports.
- Ability to understand and carry out formal oral and written instructions and to make reports.

**PUBLIC CONTACT:** Considerable public contact.

**ORGANIZATIONAL STATUS:** Under the direction of and responsible to the Department Head or designated representative.

**SUPERVISION EXERCISED:** None.

**PHYSICAL REQUIREMENTS:** This is light/moderate work requiring the exertion of up to 50 pounds of force occasionally and up to 20 pounds of force frequently. Position requires considerable physical activity including walking, lifting, reaching, stooping, standing, grasping, balancing, climbing, kneeling, and crouching. Incumbent is subject to inside and outside activities with a variety of weather conditions. Visual acuity is required to inspect and operate automotive equipment. Position requires hearing sufficient to accurately perceive information at normal spoken word levels. Manual dexterity is required to operate equipment in the performance of duties.

**MINIMUM QUALIFICATIONS:**

<p><b>Arborist, Ordinance Compliance</b></p> <p><b>Job Code:</b> 10.10 <b>Salary Grade:</b> 18 <b>FLSA Status:</b> Non-Exempt <b>Union:</b> Represented</p>	<ul style="list-style-type: none"><li>• Associate Degree with major course work in Horticulture, Landscaping, Parks Administration or related field.</li><li>• Two (2) years of relevant experience, or the equivalent combination of education and experience which will provide the core knowledge, skills, and abilities to perform the duties of the position.</li><li>• Possession of a Certified Arborist Certification is required.</li><li>• Possession of and ability to maintain a valid State of Florida Commercial Driver's License (CDL) is required.</li></ul>
---	--

**TRAINING REQUIREMENTS:** ICS 100 and IS 700