

## **ASSISTANT TREE TRIMMER**

### **Job Summary:**

Under supervision, performs a variety of unskilled and semi-skilled tree maintenance duties, including trimming and pruning trees and planting, transplanting and staking trees; operates and maintains equipment such as pole loppers and pole saws; trims or prunes trees from the ground, ladders or aerial equipment and with the aid of climbers, ropes and saddle, and belts.

### **Distinguishing Characteristics:**

This is the entry, training level class in the Tree Trimmer Job Series which consists of Assistant Tree Trimmer, Tree Trimmer I and Tree Trimmer II. Incumbents in the Assistant Tree Trimmer class perform unskilled and semi-skilled duties to assist other Tree Trimmers. This class is distinguished from the Tree Trimmer I class by the performance of the more routine tasks and duties assigned to positions within the series. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. As experience is acquired, the employee performs with less immediate supervision and becomes proficient by demonstrating those skills necessary to perform as a Tree Trimmer I.

Incumbents in this classification must complete one year in this classification, must meet the minimum qualifications for Tree Trimmer I and must meet the Job Series guidelines to promote to Tree Trimmer I.

### **Essential Duties and Responsibilities**

(These functions are representative and may not be present in all positions in the class. Management reserves the right to add, modify, change or rescind related duties and work assignments.)

1. Assists in trimming, pruning and maintaining street and park trees, working from the ground, ladders or aerial equipment with the aid of climbers, ropes and saddle, and belts.
2. Assist in loading, transporting and unloading trees, equipment and supplies from vehicles.
3. Assists in operating a chipper machine for the disposal of debris; assists in sweeping work area to keep free from debris.
4. Assists in safely diverting traffic flow to gain access to parkways by applying principles in the Work Area Traffic Control Manual.
5. Assists in checking location of power lines, pedestrians, equipment and traffic before cutting limbs to protect from falling debris; assists in removing weeds from around the tree area.
6. Assists in digging holes using power auger to prepare area for tree planting.
7. Assists in planting, transplanting and staking trees, backfilling with soil and cleaning area after planting.
8. Assists in performing minor maintenance on power equipment such as lubricating and adding oil and water.
9. Assists in maintaining logs on mileage, equipment usage and types of tree serviced.
10. Assists in sharpening hand tools using a grinding stone or hand file.
11. Assists in watering and fertilizing trees using water truck.
12. Assists in performing tree surgery.
13. Performs related duties as required.

### **Qualification Guidelines**

A typical way to obtain the requisite qualifications to perform the duties of this class is as follows:

**Education and Experience:**

Completion of high school or GED which ensures the ability to read and write at a level necessary for successful job performance. Some experience performing full-time, paid tree trimming work is desirable.

**Knowledge of:**

- Basic methods, techniques and tools used in tree maintenance work.
- Applicable sections of the California Vehicle Code and Work Area Traffic Control Manual.
- Appropriate health and safety practices and procedures.
- Characteristics of ornamental and shade trees common to the area.
- Basic recordkeeping techniques.

**Skill and Ability to:**

- Learn to perform semi-skilled tree maintenance duties including light and heavy trimming pursuant to International Society of Arboriculture standards.
- Learn to trim, spray, climb or remove trees.
- Learn to operate a variety of tree maintenance tools and equipment safely and efficiently.
- Learn to maintain tools, equipment and vehicles in clean and proper working condition.
- Learn to identify and maintain ornamental and shade trees common to the area.
- Learn to work from ladders, aerial equipment and in high places.
- Learn to observe safety practices and procedures and set up proper cones, barricades and other safety protection.
- Observe legal and defensive driving practices.
- Learn to maintain routine records.
- Lift objects weighting up to 75 pounds.
- Perform heavy manual labor.
- Establish and maintain cooperative and effective working relationships with others.
- Respond to emergencies to perform tree maintenance, trimming or removal.

**License or Certificate:**

Possession of a California Class C drivers license upon appointment. Must be able to obtain a valid California Class A or B driver's license within six (6) months of employment; employees in this classification will be enrolled in the Department of Motor Vehicles (DMV) Government Employer Pull Notice Program, which confirms possession of a valid driver's license and reflects driving record, and Department of Transportation (DOT) Drug Testing Program.

**Special Requirements:**

Ability to pass a physical examination for strenuous/arduous labor.

**Physical Requirements and Working Conditions:**

Employee accommodations for physical disabilities will be considered on a case-by-case basis. Positions in this class normally:

- Require mobility to stand, stoop, reach, twist and bend.
- Require mobility of arms to reach above shoulder level and dexterity of hands to grasp and manipulate small objects.
- Require the ability to stand for long periods and walk long distances.
- Require mental alertness to drive safely and operate equipment safely.

- Perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 75 pounds and may occasionally weigh up to 100 pounds.
- May be required to work in inclement weather without effective protection from sun, cold and rain.
- May be required to respond to tree-related emergencies, including removal of trees or branches in the public right-of-way, during normal hours or on emergency call back.
- May be required to work with harsh and toxic substances.
- May be required to wear a uniform, safety shoes, protective apparel including goggles, face protectors, aprons and oxygen breathing apparatus.
- May be required to work within enclosed spaces or at heights above ground level.
- May be required to work around loud noise or around moving mechanical parts.
- May be required to work around electrical currents.
- May be required to work overtime after regular work hours, including weekends.