

## CITY OF CARSON

**Title:** SUPERVISOR - TREE MAINTENANCE

**Job Summary:**

Under direction, plans, directs and supervises the work of tree trimming crews; maintain required records.

**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. Plans, organizes, schedules and supervises tree maintenance activities.
2. Reviews work requests and determines maintenance needs.
3. Schedules and makes assignments to work crews.
4. Monitors work in progress to insure compliance with established safety and work standards, as prescribed by International Society of Arboriculture (I.S.A.).
5. Inspects new construction sites and determines street tree requirements.
6. Prepares work specifications for contract tree maintenance activities.
7. Monitors and inspects contract work to assure compliance with specifications.
8. Prepares and maintain records regarding work activities, personnel, equipment and work requests, and computerized tree inventory.
9. Supervises and evaluates the performance of crew members.
10. Demonstrates and operates specialized tree maintenance equipment, such as high ranger, lifts, stump grinder, chipper, saws and other related equipment.
11. Prepares budget requests for tree maintenance operations and recommends purchase or repair of equipment.
12. Supervises employee training on work activities and provided technical assistance.
13. Maintains inventory and purchases required materials, supplies and equipment.
14. 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:**

Graduation from high school and completion of coursework in landscaping or horticulture or equivalent. Four (4) years of full-time paid experience performing tree maintenance work, that including one year in a lead or supervisory capacity.

**Knowledge of:**

- . Principles and practices of supervision and training.
- . Record keeping and inventory control methods.
- . Tools, equipment, methods and techniques used in tree maintenance.

**Knowledge of:**

- Applicable health and safety practices and procedures.
- California Vehicle Code regarding equipment operation on public roadways.
- Types of trees commonly used for landscaping public facilities and grounds.
- Computers and related software.

**Skill and Ability to:**

- Plan, organize and supervise tree maintenance operations.
- Operate and maintain a variety of tree maintenance tools and equipment.
- Identify and maintain trees commonly used for landscaping public grounds and facilities.
- Communicate effectively orally and in writing.
- Establish and maintain effective working relationships with others.
- Prepare budget and cost estimates and periodic activity reports.
- Perform heavy lifting and manual labor, including tree climbing with ropes and saddles.

**License or Certificate:**

Valid California driver's license, and professional I.S.A. Certificates.

**Physical Requirements and Working Conditions:**

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

- Require the mobility to stand, stoop, reach and bend.
- Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Require the ability to stand for long periods.
- Require the ability to walk long distances.
- 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 work with harsh and toxic substances.
- May be required to wear protective apparel including goggles, face protectors, aprons, shoes 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.
- May be required to work around moving mechanical parts.
- May be required to work around electrical current.
- May be required to climb trees with ropes and saddles.

Nash and Company  
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