

SENIOR NATURAL RESOURCE MAINTENANCE WORKER

DEFINITION

To perform a wide variety of technical natural resource management and maintenance tasks in open space areas such as creeks, preserves, riparian and the urban forest; to plan, coordinate and oversee work performed by contractors and City staff; and to assist in the administration of the City's open space and natural resources.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Natural Resource Maintenance Worker series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, complexity of duties assigned, independence of action taken, by the amount of time spent performing the duties, and by the nature of the public contact made. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing technical and functional supervision and performance of advanced journey level activities. Employees at this level are required to be fully trained in all procedures related to assigned areas of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from an assigned supervisor.

Exercises technical and functional supervision over Natural Resources Workers I/II.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Plan, prioritize, lead, review, and participate in the work of staff involved in a variety of duties in natural resource management and maintenance.

Develop schedules and methods to accomplish assignments ensuring all work is completed in a timely and efficient manner; communicate status of projects to appropriate personnel, work cooperatively to schedule projects in accordance with established and special operational priorities.

Participate in evaluating the activities of staff, recommending improvements and modifications.

Provide or coordinate staff training on aspects of assigned duties, equipment use, and safety; work with employees to correct deficiencies.

Review the work of assigned employee and contracted crews engaged in natural resource management and maintenance; inspect work in-progress; train personnel in the safe and proper

## Senior Natural Resource Maintenance Worker

- 2 -

operation of a wide variety of tools and equipment used in the work.

Oversee contract services, authorize work and associated payments within the scope of authority; approve minor change orders to ensure quality of work within scheduling or budget constraints; inspect and evaluate work in progress and upon completion to assure that projects are performed in accordance with City standards and specifications.

Participate in performing complex and specialized construction, maintenance, restoration, and resource management work to ensure safe and efficient access for the public and staff.

Order supplies and equipment for work projects; research vendors and negotiate prices; maintain records of purchase orders; monitor expenditures; may estimate costs of construction and maintenance work, supplies, equipment, and materials.

Perform trail and road maintenance and construction duties, including trail brushing, clearing downed trees, beaver dams, erosion control, and restoration; maintains and constructs, fences, and gates.

Perform natural resource management tasks, including identifying, removing, and spraying non-native, invasive plants, pest control, identifying habitat concerns, pruning and trimming trees, and participating in data collection projects as assigned; provide information to resource management staff as needed.

Perform facilities and structure construction and maintenance, including semi-skilled and skilled carpentry, painting, general custodial duties, and irrigation system installation and maintenance.

Coordinate construction and natural resource maintenance projects, including evaluating project site, calculating measurements, reading and interpreting technical specifications and plans, and recommending and implementing changes as needed.

Assess materials and labor needed to accomplish assigned jobs and estimate associated costs; ensure availability of supplies, materials, and equipment needed; purchase supplies and materials as necessary; monitor and control expenditures.

Inspect natural resource areas such as open space, preserves, and creeks; make recommendations; monitor and perform maintenance tasks for these areas.

Inspect City preserve, open space, and riparian trees to determine required tree trimming and maintenance; conduct tree and plant health care assessments; estimate labor and material costs for work to be performed.

Instruct employees and contractors in theoretical and practical applications of City procedures and policies; train staff and contractors in natural resource management practices.

Operate and maintain a variety of mechanical power tools and heavy equipment such as chain saws, drills, string trimmers and brush cutters, excavators, power augers, tractors, loaders, backhoe,

## Senior Natural Resource Maintenance Worker

- 3 -

mower, all- terrain vehicles, wood chipper, dump trucks, trailers, and various hand tools.

Observe safe work methods and make appropriate use of related safety equipment as required.

Interpret, and implement quality assurance standards; ensure standards are adhered to in natural resource maintenance projects and tasks performed by full time, contract and seasonal staff.

Respond to inquiries and complaints from citizens and perform code enforcement duties; respond to and perform work in emergency situations as required.

Conduct community and public outreach related to the open space and preserves, creeks and riparian areas and the urban forest; plan, coordinate and implement volunteer events; perform docent duties related to trees and open spaces for interested groups.

Maintain accurate logs, reports, and records of work performed and materials and equipment used.

Build and maintain positive working relationships with co-workers, other City employees, contractors and the public using principles of good customer service.

Perform related duties as assigned.

### MINIMUM QUALIFICATIONS

#### Knowledge of:

Methods and current best management practices and equipment used in natural resource management and maintenance such as tree pruning, restoration, erosion control, vegetation management, wildlife management related to preserves and riparian areas.

Operation and maintenance of equipment used in vegetation management, restoration, creek, preserve, trail and tree maintenance.

Methods and strategies for vegetation management within different habitat types.

Plant pest and disease identification, integrated pest management (IPM), adaptive management practices and plant health care; invasive plant control and vegetation management practices, pesticide application, general construction, repair work, carpentry, concrete work, irrigation, planting, pruning and tree maintenance.

City, local, state, and federal laws, ordinances and policies related to management and maintenance of open spaces and urban forests.

Principles and practices of lead supervision, training, and performance evaluation, including safety practices and related record-keeping.

Safe work practices.

Ability to:

Read and interpret construction and as-built plans, aerial photos and maps. Prepare and develop cost estimates and develop project budgets.

Use and safely operate hand tools, electronic handheld devices, survey equipment, mechanical equipment, power tools and equipment.

Observe and problem solve operational and technical policies and procedures; know and understand natural resource operations such as tree and preserve maintenance; observe safety rules; intermittently, analyze problem equipment; identify safety hazards; remember and locate equipment and tools; remember street names and general geographic areas.

Keep records and prepare technical and expense reports; use and update records with a GPS device; use a personal computer to enter and retrieve data, track work order status, and communicate electronically via email.

Communicate clearly and concisely, both orally and in writing.

Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing Natural Resource maintenance duties; perform simple and power grasping; pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or more.

Operate natural resource maintenance equipment such as dump trucks, backhoes, bob cat, mini excavators, front loader, and power tools such as mowers, string trimmers, chain saws and assigned equipment.

Prepare and develop cost estimates related to work orders and various projects.

Work on-call on evenings, weekends, or holidays.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Work outdoors in a variety of weather and environmental conditions.

Experience and Training:

Experience:

Two years of experience performing work similar to that of a Natural Resources Worker II

Senior Natural Resource Maintenance Worker

- 5 -

in the City of Roseville.

Training:

Equivalent to completion of the twelfth grade; coursework in natural resource management, plant or wildlife biology, forestry or a related field is desirable.

License or Certificate:

Possession of a valid California driver's license by date of appointment.

Possession of a California Class B driver's license within one year of date of appointment.

Possession of a Qualified Applicator Certificate (QAC) within one year of date of appointment.

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