

Submit resume by going to [www.cityofwaterlooia.com](http://www.cityofwaterlooia.com) clicking on Job Vacancies, reviewing the Park Maintenance II Forestry description and following directions to submit cover letter and resume. **We will not accept mailed, faxed, hand-delivered or directly emailed resumes.** Deadline to submit resume is Noon on Friday, June 28, 2019.

**CIVIL SERVICE NOTICE  
CITY OF WATERLOO, IOWA  
OPEN EXAMINATION**

**PARK MAINTENANCE II FORESTRY**

**DEPARTMENT** : **LEISURE SERVICES**  
**WAGE** : **Currently \$25.51 with \$1.00 increase after 6 month probation  
2.5% increase 7/1/19**  
**FLSA** : **NON-EXEMPT**  
**CIVIL SERVICE** : **INCLUDED**  
**BARGAINING UNIT** : **MUNICIPAL EMPLOYEES LOCAL #177**

**GENERAL STATEMENT OF DUTIES**

Performs a variety of skilled forestry tasks such as trimming, pruning, applying chemicals, planting and removing trees and shrubs along City streets, in City parks and on other public property. The work is performed under the general direction of the City Forester, but often works independently and with minimum supervision. May supervise seasonal or Park Maintenance I employees.

**EXAMPLES OF ESSENTIAL FUNCTIONS**  
**(Illustrative Only)**

These functions are considered essential for successful performance in this job classification.

1. Operates hydraulic aerial lift, log loader and other equipment used in planting, trimming, pruning and removing trees and stumps.
2. Removes dead, broken, misshapen and undesired branches using saws and other tools.
3. Lowers branches and limbs to the ground with ropes.
4. Removes overhanging branches and split or broken limbs after storms.
5. Prunes to improve visibility at street intersections and traffic sign locations.
6. Climbs trees using ropes and climbing equipment to prune and remove trees.
7. Sharpens tools and cares for ropes and safety equipment.
8. Participates in department preventive maintenance program for vehicles and equipment.
9. Participates in application of pesticides and other chemicals in the care of trees.
10. Operates trucks and other automotive equipment.
11. Assists park maintenance crews with mowing and snow removal as needed.
12. Responds to questions from the public concerning tree trimming and planting.
13. Directs the work activities of part time and seasonal workers as assigned.
14. Workload varies and may be repetitive.
15. Works independently and with others with minimum supervision.

16. Works outside in all weather conditions; works around moving mechanical equipment and electrical wires; work environment is dirty; low visibility during unfavorable weather; operates equipment and tools that cause vibration; occasionally exposed to chemicals; noise level is frequently loud; atmosphere may contain dust and fumes from traffic.
17. Attends work regularly at the designated place and time.
18. Performs all work duties and activities in accordance with City policies, procedures and OSHA, City, and Leisure Services safety rules and regulations.
19. Performs all other related duties as assigned.

#### **REQUIRED KNOWLEDGE & ABILITIES**

1. Basic knowledge of tree trimming, treatment and removal methods and techniques.
2. Knowledge of occupational hazards and safety procedures of forestry work.
3. Knowledge and skill in use and care of ropes, knots and the tools and equipment commonly used in tree care and removal operations.
4. Ability to operate a truck with hydraulic boom and grapple loader.
5. Ability to work from aerial lift, sometimes during windy or other unfavorable weather.
6. Basic knowledge of rigging methods and use and maintenance of tools and equipment of the trade.
7. Ability to supervise seasonal and Park Maintenance I employees.
8. Ability to operate machines such as grapple, aerial lift, tree spade, stump grinder, chipper, dump truck, chainsaw, loppers, shovel, trimming shears.
9. Ability to respond to questions and comments from members of the public tactfully and politely, in a clear, concise and easily understandable manner.

10. Ability to communicate effectively and maintain working relationships with other City employees, supervisors and the public.
11. Ability to work with people from a broad variety of social, economic, racial, ethnic and educational backgrounds.

#### **ACCEPTABLE EXPERIENCE & TRAINING**

1. High school graduate/GED.
2. Combination of two years verifiable experience or formal post high school education in natural resources, horticulture, forestry or other park related area.

#### **OR**

Any equivalent combination of education and experience that provides the knowledge, skills and abilities necessary to perform the work.

3. Iowa Class A or B Commercial Driver's License by interview date and good driving record based on City of Waterloo driver performance criteria. **Iowa Class A Commercial driver's license required within 120 days.** A candidate with any of the following will not be considered for employment: loss of license for any reason during the period of candidacy for employment, if the candidate remains without a valid, current license for the position when the City issues an offer of employment; loss of license, plea of guilty, plea of no contest or its equivalent or conviction for OWI, reckless driving or other major moving violation within the previous five years; four or more citations for moving violations within the previous three-year period, excluding speeding violations of 10 mph or less over the posted speed limit; three or more citations for moving violations within the previous one-year period. After appointment to the position, disciplinary action or continuing employment status may be reviewed for the following: four or more moving violations within the previous three years, three or more moving violations within the previous one year or loss of license or conviction for OWI, reckless driving or other major moving violation within the previous five years; two or more at-fault accidents

within a three-year period while driving on City business; three or more at-fault accidents within a three-year period. An applicant's driving record will be reviewed prior to an offer of employment and at least annually after hire.

4. Obtain and maintain ACRT Line Clearance Tree Trimmer Certification within 180 days of employment. Failure to obtain and maintain this license will result in disciplinary action up to and including termination.
5. Must pass tree-climbing test within six months of employment. Failure to pass this test will result in termination.
6. Obtain and maintain an Iowa Pesticide Applicator's License within 120 days of employment. Failure to obtain and maintain this license will result in disciplinary action up to and including termination.

#### **ESSENTIAL PHYSICAL ABILITIES**

The following physical abilities are required with or without reasonable accommodation.

1. Sufficient strength to perform assigned tasks (lifting branches and logs up to 300 pounds with weight distributed among crew members).
2. Sufficient strength to climb trees and perform work at heights up to 50 feet using only a safety rope.
3. Sufficient speech and hearing that permits the employee to communicate effectively with other workers in person or over a radio, and to safely operate equipment, often along busy streets.
4. Sufficient depth perception, distance and peripheral vision to safely operate vehicles and equipment in all weather conditions; sufficient color vision to identify dead or diseased foliage; sufficient dexterity to safely operate powered and manual forestry tools and equipment; sufficient hearing to understand verbal instructions, respond to questions from the public, diagnose

equipment malfunctions and hear approaching traffic.

5. Sufficient personal mobility that permits the employee to safely operate a variety of motorized and manual park and forestry equipment in all types of weather.

#### **MISCELLANEOUS**

1. Must wear personal protective equipment such as safety shoes, safety glasses, hearing protection, hardhat, gloves, safety vest, protective clothing and respirator.
2. Must submit to Department of Transportation requirements including pre-employment, post-accident, reasonable suspicion, random and return-to-duty/follow-up alcohol and drug testing.
3. Must comply with City of Waterloo Residency Policy for Critical Employees (must live within ten-mile radius of Waterloo City Hall). Will be given a reasonable period of time to satisfy this requirement as determined by the department head.
4. Following a conditional offer of employment, the City of Waterloo requires a physical examination including a drug test by a physician of the City's choice to determine if an applicant is capable of performing the essential functions of the position. Failure to pass the physical exam and drug test will result in withdrawal of the employment offer.
5. The City of Waterloo will conduct a background investigation including education, employment and criminal history checks on any applicant being considered for this position.
6. Must submit to and pass Civil Service examination procedures including a panel interview.

#### **WORK SCHEDULE**

Will generally work Monday-Friday 7:00 a.m.-3:30 p.m. with a half-hour unpaid lunch. May be required to report during emergency situations or work overtime during/after damaging storms. May be required to assist Street Department with snow removal.

### **ORAL EXAMINATION**

All qualified candidates who apply by the deadline date will be required to appear before an interview panel consisting of a minimum of three people who have expertise in the areas being tested. An individual must receive a minimum average score of sixty points out of one hundred to achieve a passing score on the interview. The top applicants, as ranked by their scores on the interview, will be the individuals placed on the certified list. Applicants who qualify as outlined and are full time regular employees of the City of Waterloo shall have one additional point per full year of employment up to a maximum of five points added to their final score. Honorably discharged men and women from the military or naval forces of the United States who qualify per provisions of Chapter 35 of the Code of Iowa and who are citizens and residents of the United States shall have five additional points added to their

final score upon submission of their DD214 or ten points added if they were awarded a Purple Heart or have a service connected disability. Employment is contingent on possession of a good driving record based on City of Waterloo driver performance criteria and passing a post job offer physical and drug test.

### **ORAL EXAMINATION DATE**

All qualified candidates who apply by the deadline date will be notified of the time, place and date of the oral examination.

**A.A./E.E.O.**

**Minority, female & disabled individuals are encouraged to apply.**

**[Click Here to Apply](#)**

**PARK MAINTENANCE II FORESTRY DESCRIPTION 19 May 2019**