

## CITY OF HAVRE

### TREE CARE ASSISTANT/PARK LABORER

**POSITION TYPE:** Full-Time, Seasonal

**DEPARTMENT:** Parks and Recreation

**SUMMARY OF WORK:** Assist in the pruning, removal and replacement of trees located in City parks and City right-of-ways. General maintenance of City parks and other properties including grounds and facilities.

**JOB REQUIREMENTS:**

Must be 18 years of age or older upon time of hire. Must possess and maintain State of Montana Driver's License.

**Knowledge:** This position requires a knowledge of tools and equipment for grounds and tree maintenance and the safe use thereof. The knowledge to carry out associated tasks described below is essential.

**Skills:** This position requires skills in the proper and safe use of power equipment and machinery, and specialized tasks through on the job training.

**Abilities:** This position requires the ability to work in extreme temperatures and adverse weather conditions, perform physical labor and technical work outdoors and indoors, communicate verbally and in writing, learn and comprehend new information associated with the job.

**JOB CHARACTERISTICS:**

**Personal Contacts:** Daily contact with other Parks and Public Works employees. Limited contact with public.

**Supervision Received:** Daily assignments of duties from Parks Laborer. May work with and without direct supervision.

**Essential Functions and Duties:** Tasks associated with this position include but are not limited to:

- Lifting heavy objects up to 50 lbs.
- Climb and work from ladders.
- Drive pick-up, drive and operate aerial bucket truck.
- Operate chain saws pruning tree branches and cutting logs from the ground and from above ground in bucket of aerial truck.

- Stack branches and feed brush into chipper.
- Operate riding and walk-behind power mowers.
- Operate weed-eaters.
- Use an assortment of hand and power tools and various other equipment and machinery.
- Assist in the application of herbicides and fertilizers.
- Clean and maintain vehicles, bathrooms, shop area.
- Inspect and repair sprinkler irrigation systems.
- Plant trees.
- Paint.
- Inspect and repair playground equipment.

**JOB PERFORMANCE AND ACCOUNTABILITY STANDARDS:**

Evaluation of this position will be based primarily upon performance of the proceeding requirements and duties. Examples of job performance criteria include but are not limited to the following:

- Perform duties as assigned.
- Capability in the operation of tools, equipment, machinery and vehicles.
- Follow all safety protocol and procedures.
- Observe work hours.
- Be a courteous and respectful representative of the City of Havre.
- Establish and maintain good working relationships with co-workers, supervisors and the public.

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Employee Signature

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Department Head Signature