

**CITY OF SANTA CLARA**  
**CLASS SPECIFICATION**

**TITLE: TREE TRIMMER II (780)**

<b><u>DEPARTMENT</u></b>	<b><u>ACCOUNTABLE TO</u></b>	<b><u>FLSA STATUS</u></b>
<b><u>Public Works</u></b>	<b><u>Public Works Supervisor</u></b>	<b><u>Non-exempt</u></b>

**CITY OF SANTA CLARA, CALIFORNIA**  
**TREE TRIMMER II**  
**(780)**

**EDUCATION AND EXPERIENCE**

Minimum Qualifications:

- Graduation from high school or possession of a GED; and
- Three (3) years of experience in tree trimming, removals ~~and insecticide spraying procedures,~~  
planting and stump grinding.
- Experience as a lead is desirable.

~~Desirable Qualifications:~~

- ~~• Experience as a Lead~~

**LICENSES AND/OR CERTIFICATES**

- ~~• Possession of a valid California Class A or B Commercial driver's license is required at the time of application and for the duration of employment.~~
- ~~• Possession of the following certificates are required within 12 months of appointment and for the duration of employment:~~
  - ~~○ Possession of a valid California Class A or B Commercial driver's license.~~
  - ~~○ A Qualified Applicator Certificate (QAC) by the California Department of Pesticide Regulations (DPR) in categories B, C or F.~~
  - ~~○ Certification as an Arborist from the International Society of Arboriculture (ISA).~~
  - ~~○ A Qualified Applicator Certificate (QAC) by the California Department of Pesticide Regulations (DPR) in categories B, C or F.~~
  - ~~○ A certification of completion of Competent Person Fall Protection Training.~~
  - ~~○ A Traffic Flagging and Safety Certificate.~~
- ~~— Certification as an Arborist from the International Society of Arboriculture (ISA) is highly desirable.~~

**DISTINGUISHING CHARACTERISTICS**

The Tree Trimmer II is responsible for planning, coordinating, and performing the day-to-day activities of tree maintenance. An incumbent in this class is a lead worker and possesses technical expertise and exercises independent judgment and discretion.

**TYPICAL DUTIES**

Duties may include, but are not limited to, the following:

Under supervision:

## TREE TRIMMER II (continued)

- Uses basic/advanced tree climbing techniques such as up and down, aerial rescue, lateral/side-by-side; climbs trees using climbing aids and safety devices in the process of trimming trees
- Performs traffic control in accordance with established procedures and guidelines
- Leads the work of a crew and actively participates in the trimming, ~~topping~~, planting, removal, and ~~spraying-soil inject~~ of the City street trees
- Operates and uses various equipment and tools, including, but not limited to, aerial tree maintenance trucks, dump trucks, brush chippers, tractor-loaders, stump cutters, and chain saws
- Determines placement of ropes and rigging equipment in trees for easiest and safest removal of stumps, limbs, and hazardous trees
- Gathers and disposes of brush, trimmings, and stumps
- Operates a mobile device/computer such as a smart phone or tablet to read, respond to, and input data for an automated work order management system
- Explains tree maintenance techniques and procedures to the public
- Inspects trees to evaluate maintenance needs and make recommendations to the supervisor and/or management
- Conducts inventory for equipment and tools
- Performs minor repairs and maintenance on hand and power equipment
- Prepares written activity and maintenance of reports/logs
- Represents the City in contact with property owners, answering questions pertaining to City services
- May train or assist in the training of personnel as assigned
- Inspects trees for physical evidence of parasitical and fungus infestations and determines type of chemical control necessary; mixes and ~~sprays-applies~~ chemicals and applies as needed for treatment
- Enters maintenance records into an asset management work order application
- May assist Supervisor in reviewing and evaluating outside contacts for City-wide tree trimming
- Performs other related duties as assigned

## **KNOWLEDGE, SKILLS, & ABILITIES**

Knowledge of:

- Principles and practices of on the job safety
- Arboriculture, horticulture, and tree maintenance
- Aerial rescue and climbing practices and safety procedures
- Safe use of hazardous chemicals, ~~herbicides~~, and fertilizers
- The materials, methods, tools, and equipment used in the trimming, planting, removal, and ~~spraying-injecting~~ of street trees
- Traffic control, including placement of cones and warning signs
- Environmental and safety practices, procedures, and standards
- Record keeping principles and practices
- Pertinent traffic laws, department rules, and procedures related to tree trimming maintenance
- Common names and characteristics of City street trees
- Methods of planning and scheduling time, labor, and materials

## **TREE TRIMMER II (continued)**

Ability to:

- Operate specialized tree maintenance equipment and vehicles
- Assign, lead, and perform the tree maintenance of park facilities and public landscape areas
- Operate, service, repair, adjust, and maintain a variety of equipment and tools including but not limited to chippers, chainsaws, trucks, and trimmers
- Set up safety control equipment in a variety of conditions
- Develop and maintain effective working relationships with supervisors, employees, the general public and others contacted in the course of work
- Effectively handle multiple priorities, organize workload, and meet strict deadlines
- Exercise professionalism and helpfulness when dealing with employees and the public
- Provide work direction, training, and instruction
- Understand and follow oral, digital and written communication
- Demonstrate initiative and exercise good judgment in the performance of duties
- Communicate clearly and concisely, both orally and in writing
- Navigate a GIS mapping application
- Maintain work order records in an asset management application
- Bend, stoop, reach, carry, crawl, climb, walk or stand for extended periods of time and lift a minimum of 50 pounds as necessary to perform assigned duties

### **SUPERVISION RECEIVED**

Works under the direction of the ~~Landscape Foreman~~Public Works Supervisor or other, as assigned.

### **SUPERVISION EXERCISED**

Supervises one or more Tree Trimmers and other assigned staff.

### **OTHER REQUIREMENTS**

- Incumbents will be required to work unusual hours and on weekends in emergency and prearranged situations and may be in inclement weather.
- May be subject to drug and/or alcohol testing as mandated by federal regulations.
- Must be able to perform ~~all of~~all the essential functions of the job assignment.

**CITY OF SANTA CLARA  
CLASS SPECIFICATION**

**TITLE: TREE TRIMMER II (780)**

<b>DEPARTMENT</b>	<b>ACCOUNTABLE TO</b>	<b>FLSA STATUS</b>
Public Works	Public Works Supervisor	Non-exempt

**EDUCATION AND EXPERIENCE**

Minimum Qualifications:

- Graduation from high school or possession of a GED; and
- Three (3) years of experience in tree trimming, removals, planting and stump grinding.
- Experience as a lead is desirable.

**LICENSES AND/OR CERTIFICATES**

- Possession of the following certificates are required within 12 months of appointment and for the duration of employment:
  - Possession of a valid California Class A or B Commercial driver's license.
  - A Qualified Applicator Certificate (QAC) by the California Department of Pesticide Regulations (DPR) in categories B, C or F.
  - A certification of completion of Competent Person Fall Protection Training.
  - A Traffic Flagging and Safety Certificate.
- Certification as an Arborist from the International Society of Arboriculture (ISA) is highly desirable.

**DISTINGUISHING CHARACTERISTICS**

The Tree Trimmer II is responsible for planning, coordinating, and performing the day-to-day activities of tree maintenance. An incumbent in this class is a lead worker and possesses technical expertise and exercises independent judgment and discretion.

**TYPICAL DUTIES**

Duties may include, but are not limited to, the following:

Under supervision:

- Uses basic/advanced tree climbing techniques such as up and down, aerial rescue, lateral/side-by-side; climbs trees using climbing aids and safety devices in the process of trimming trees
- Performs traffic control in accordance with established procedures and guidelines
- Leads the work of a crew and actively participates in the trimming, planting, removal, and soil inject of the City street trees
- Operates and uses various equipment and tools, including, but not limited to, aerial tree maintenance trucks, dump trucks, brush chippers, tractor-loaders, stump cutters, and chain saws
- Determines placement of ropes and rigging equipment in trees for easiest and safest removal of stumps, limbs, and hazardous trees
- Gathers and disposes of brush, trimmings, and stumps

## **TREE TRIMMER II (continued)**

- Operates a mobile device/computer such as a smart phone or tablet to read, respond to, and input data for an automated work order management system
- Explains tree maintenance techniques and procedures to the public
- Inspects trees to evaluate maintenance needs and make recommendations to the supervisor and/or management
- Conducts inventory for equipment and tools
- Performs minor repairs and maintenance on hand and power equipment
- Prepares written activity and maintenance of reports/logs
- Represents the City in contact with property owners, answering questions pertaining to City services
- May train or assist in the training of personnel as assigned
- Inspects trees for physical evidence of parasitical and fungus infestations and determines type of chemical control necessary; mixes and applies chemicals and applies as needed for treatment
- Enters maintenance records into an asset management work order application
- May assist Supervisor in reviewing and evaluating outside contacts for City-wide tree trimming
- Performs other related duties as assigned

### **KNOWLEDGE, SKILLS, & ABILITIES**

Knowledge of:

- Principles and practices of on the job safety
- Arboriculture, horticulture, and tree maintenance
- Aerial rescue and climbing practices and safety procedures
- Safe use of hazardous chemicals and fertilizers
- The materials, methods, tools, and equipment used in the trimming, planting, removal, and injecting of street trees
- Traffic control, including placement of cones and warning signs
- Environmental and safety practices, procedures, and standards
- Record keeping principles and practices
- Pertinent traffic laws, department rules, and procedures related to tree trimming maintenance
- Common names and characteristics of City street trees
- Methods of planning and scheduling time, labor, and materials

Ability to:

- Operate specialized tree maintenance equipment and vehicles
- Assign, lead, and perform the tree maintenance of park facilities and public landscape areas
- Operate, service, repair, adjust, and maintain a variety of equipment and tools including but not limited to chippers, chainsaws, trucks, and trimmers
- Set up safety control equipment in a variety of conditions
- Develop and maintain effective working relationships with supervisors, employees, the general public and others contacted in the course of work
- Effectively handle multiple priorities, organize workload, and meet strict deadlines
- Exercise professionalism and helpfulness when dealing with employees and the public
- Provide work direction, training, and instruction
- Understand and follow oral, digital and written communication

## **TREE TRIMMER II (continued)**

- Demonstrate initiative and exercise good judgment in the performance of duties
- Communicate clearly and concisely, both orally and in writing
- Navigate a GIS mapping application
- Maintain work order records in an asset management application
- Bend, stoop, reach, carry, crawl, climb, walk or stand for extended periods of time and lift a minimum of 50 pounds as necessary to perform assigned duties

### **SUPERVISION RECEIVED**

Works under the direction of the Public Works Supervisor or other, as assigned.

### **SUPERVISION EXERCISED**

Supervises one or more Tree Trimmers and other assigned staff.

### **OTHER REQUIREMENTS**

- Incumbents will be required to work unusual hours and on weekends in emergency and prearranged situations and may be in inclement weather.
- May be subject to drug and/or alcohol testing as mandated by federal regulations.
- Must be able to perform all the essential functions of the job assignment.