

NEW CASTLE COUNTY GOVERNMENT

Number 0347

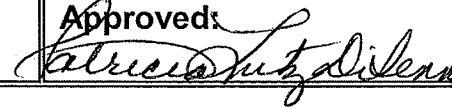
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CLASS SPECIFICATION

Date 05/01/03

Title: PARKS FORESTRY TECHNICIAN

Approved:



GENERAL STATEMENT OF DUTIES: Performs supervisory forestry work throughout New Castle County parks and other County-owned properties involving a variety of forestry activities; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for establishing, planning, and implementing specific forestry and forestry-related projects. Work includes assigning, scheduling and inspecting the work of crews of tree surgeons, tree trimmers, semi-skilled, and unskilled employees. This employee works under general supervision.

EXAMPLES OF WORK: (Illustrative only)

- Supervises forestry, horticulture, arboriculture, and related projects;
- Assists subordinates supervisors in planning, laying out, coordinating, and scheduling of forestry work;
- Oversees supplemental contractual forestry work;
- Originates and follows through on orders for materials, equipment, or supplies necessary to forestry activities;
- Prepares and maintains budget, personnel, equipment, and supply records related to project activities or operations;
- Assists in developing policies and procedures;
- Trains and instructs employees in park and forestry practices and equipment operations;
- Interviews and recommends hiring of new employees;
- Reviews, recommends, and administers corrective or disciplinary actions in accordance with County policies and procedures;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Operates a data processing terminal, personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of forestry practices and basic park maintenance; good knowledge of tools and equipment used in forestry work; good knowledge of supervisory and training techniques and procedures; ability to supervise the work of subordinates; ability to effectively interpret problem areas and implement action to correct problems; ability to communicate courteously and

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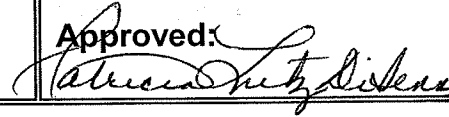
CLASS SPECIFICATION

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effectively, both verbally and in writing; ability to maintain required records; ability to pass a Class III County physical examination.

ACCEPTABLE EXPERIENCE AND TRAINING: Possession of a Bachelor's Degree from an accredited college or university with major course work in forestry, horticulture, or a closely related field; or at least one year of experience in forestry work and possession of an Associate's degree from an accredited college or university with major course work in forestry, horticulture, or a closely related field; or at least three years of experience in forestry work to include at least two years of supervisory experience and completion of a standard high school course or GED certificate program, preferably supplemented by college level courses in forestry or horticulture; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid Delaware Class D driver's license or its equivalent and possession of a valid Delaware pesticide applicator's license.

HISTORY OF REVISIONS:

Established:	05/01/89
Revised:	01/02/91
Revised:	01/01/96
Revised:	11/01/98
Revised:	05/01/03