

URBAN FORESTRY CREW LEADER

Recruitment #1803-1005DC-001

List Type	Promotional
Requesting Department	DPW-OPS-FORESTRY
Open Date	3/29/2018 10:15:00 AM
Filing Deadline	4/20/2018 11:59:00 PM
HR Analyst	Marti Cargile

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INTRODUCTION

**** THIS POSITION IS OPEN TO CURRENT CITY OF MILWAUKEE DEPARTMENT OF PUBLIC WORKS-OPERATIONS DIVISION-FORESTRY SERVICES EMPLOYEES ONLY**

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PURPOSE

Under the direction of an Urban Forestry Manager, the Urban Forestry Crew Leader serves as the first-level supervisor of urban forestry staff engaged in the planting, maintenance, and removal of trees, landscape plants, and turf growing on City of Milwaukee green spaces. The person in this position participates in snow and ice control operations and also provides emergency response for trees damaged by weather events, vehicle accidents, or other causes on a scheduled rotation or as-needed basis.

ESSENTIAL FUNCTIONS

- Plans, coordinates, supervises, trains, and inspects the field activities of a team of urban forestry specialists and apprentices, regular and seasonal laborers, workforce development participants, and municipal equipment operators.
- Performs or assists in the planting, maintenance, and removal of trees, shrubs, flowers, and turf on City of Milwaukee green spaces.
- Performs duties to respond to emergencies such as wind, snow, and ice storms, irrigation leaks, and damage to trees sustained during construction.
- Enforces the DPW-Operations Division-Forestry Services' Work Rules and Safe Work Rules and Procedures.
- Plans, monitors, and assists in performing surveys and placing notices pertaining to service requests and code enforcement on private property.
- Conducts periodic surveys designed to assess pest control, planting, removal, and maintenance needs.
- Operates and drives large vehicles such as dump trucks, hi-lifts, skid-loaders, log loaders, crane-assisted grapple saws, soil wagons, and trailers.
- Operates specialized power and hand equipment, including mowers, stump grinders, chain saws, chippers, trencher/backhoes, leaf blowers, string trimmers, pipe pullers, various sprayers, and other industry-specific manually-operated and motorized equipment.
- Constructs, repairs, and maintains concealed irrigation systems.
- Accurately records work progress and updates the City's street tree inventory using field computers.
- Participates in general snow and ice control (GIC) operations, by manually and mechanically plowing and salting snow on streets, sidewalks, and intersections, monitoring GIC route progress, and providing GIC yard support.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

- The Urban Forestry Crew Leader is subject to emergency call-out 365/24/7.
- By law, the Urban Forestry Crew Leader is subject to random drug and alcohol testing during the course of employment.
- The Urban Forestry Crew Leader must be able to withstand a wide range of weather conditions and be physically able to perform moderate to heavy labor, including lifting and moving equipment and materials weighing up to 50 lbs. unassisted and 100 lbs. with assistance.

MINIMUM REQUIREMENTS

1. Regular status as a City of Milwaukee DPW-Operations Division-Forestry Services employee, having successfully completed a probationary period for a civil service position AND at least one year of experience as an Urban Forestry Specialist with the City of Milwaukee.
2. Four years of experience in arboriculture, horticulture, or a closely related field performing duties related to this position, one year of which may have been at the level of Urban Forestry Specialist Trainee.
3. Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP) Pesticide Applicator Certification Commercial Category 3.0-Turf & Landscape certification within six months of employment.
4. Valid Wisconsin Commercial Driver's License at time of appointment and throughout employment.

Equivalent combinations of education and experience may be considered. For example, coursework from an accredited urban forestry, landscape horticulture, or other closely related program may be considered as part of the experience requirement based on 30 credits equaling one year of experience.

IMPORTANT NOTE: *To receive credit for college, transcripts are required and must be received by the application period closing date. Transcripts should be attached to your online application. Applications without transcripts submitted will be considered incomplete and will be rejected. Student/unofficial copies are acceptable; however, your transcript must be legible and include your college/university name, your name, the degree completed (if applicable) and the date completed.*

DESIRABLE QUALIFICATIONS

- Associate's degree or bachelor's degree in arboriculture, horticulture, urban forestry, biology, environmental science, or a closely related field from an accredited college or university.
- International Society of Arboriculture (ISA) Certified Arborist certification.
- International Society of Arboriculture (ISA) Tree Risk Assessment Qualification.
- Tree Care Industry Association (TCIA) Certified Treecare Safety Professional (CTSP).

KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- Knowledge of arboriculture, landscape management, tree anatomy and physiology, tree and plant identification, insect and disease identification, and pesticides.
- Knowledge of governmental regulations and industry standards for arboricultural and landscape work.
- Knowledge of safety principles and practices and ability to ensure that safety regulations are followed.
- Knowledge of the equipment, tools, and methods used in arboriculture, including tree climbing and rigging systems, tree planting, pruning, structural support systems, and tree and stump removal.
- Knowledge of the equipment, tools, and methods used in horticulture, landscaping, grounds maintenance, and irrigation systems.
- Ability to operate vehicles and equipment (dump trucks, hi-lifts, skid-loaders, chippers, stump grinders, commercial mowers, trailers, chain saws, leaf blowers, string trimmers) used to maintain an urban forest.
- Knowledge of mathematics and ability to perform accurate calculations.
- Ability to use field computers equipped with street tree inventory and management software.
- Oral and written communication skills to be able to communicate clearly with staff and conduct code enforcement activities.
- Ability to effectively supervise, coordinate, and train field crews performing urban forestry activities.
- Interpersonal skills; ability to establish and maintain effective working relationships with colleagues, elected officials, other agencies, and the public.
- Ability to work cooperatively, effectively, and fairly with coworkers and citizens whose backgrounds may differ from one's own.
- Customer service skills; ability to respond appropriately to requests and inquiries.
- Analysis and problem-solving skills.
- Planning, organizational, and time management skills; ability to maintain accurate records.
- Ability to handle stress, especially during emergency operations.
- Ability to safeguard City equipment.

CURRENT SALARY

THE CURRENT SALARY RANGE (PR 7IN) for City of Milwaukee residents is \$51,474-\$56,364 annually, and the non-resident salary range is \$50,211-\$54,982.

This is a Career Ladder Position.

Employees in the Forestry Section will advance through the pay range in accordance with the City of Milwaukee Salary Ordinance upon certification by the Commissioner of Public Works of having attained the required job performance and demonstrated competencies. Employees may advance up to \$58,809.92 for residents (\$57,367 for non-residents) when they attain and maintain two primary certifications. Visit this page for details:
<http://city.milwaukee.gov/ImageLibrary/Groups/ccClerk/Ordinances/Salary/2018SalaryOrdinance02-27-18.pdf>.

To learn more about the Urban Forestry Crew Leader Career Ladder, click on this link:
http://city.milwaukee.gov/ImageLibrary/User/jkamme/CompensationServices/CareerLadders/CareerLadder_DPWOperForestry.pdf.

SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: an evaluation of related education, experience and accomplishments, written tests, interview, or other assessment methods. The Department of Employee Relations and the Department of Public Works reserve the right to call only the most qualified candidates to oral exams, performance tests, or personal interviews. Information from the selection process will be used to make a hiring decision. Selected candidates will be transferred and/or promoted to the position.

INITIAL FILING DATE: The examination will be held as soon as practical after **Friday, April 20, 2018**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified by email of the date, time and place of the examination. *Once you receive notification of testing date(s), if you think you may have a conflict with the date(s) due to vacation, hospitalization, etc., call 414-286-3751 immediately. We will try to reduce the impacts, but we cannot guarantee that the scheduled date will meet everyone's needs.*

NOTE: *Promotional examinations are not open to Milwaukee Public Schools employees or to the public. Only current non-probationary City of Milwaukee employees and civilian personnel in Milwaukee Fire Department and Milwaukee Police Department hired through a City Service Commission process will be considered. Individuals with exempt, provisional, temporary, or emergency appointments are not eligible for promotional examinations.*

ADDITIONAL INFORMATION

- APPLICATIONS and further information may be accessed by visiting, <http://city.milwaukee.gov/jobs>.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located at City Hall, 200 E. Wells St., Room 706, Milwaukee, WI 53202.

CONCLUSION

EEO 701

The City of Milwaukee values and encourages diversity and is an equal opportunity employer.

Click on a link below to apply for this position:

Fill out the Supplemental Questionnaire and Application NOW using the Internet.

