



PLEASE POST

**CITY OF MILWAUKEE**  
Department of Employee Relations  
City Hall, Room 706

***TRANSFER / PROMOTIONAL OPPORTUNITY***

**ONLY CURRENT CITY OF MILWAUKEE FORESTRY DIVISION EMPLOYEES WILL BE CONSIDERED**

**URBAN FORESTRY TECHNICIAN**  
**(DPW – Operations - Forestry)**

**PURPOSE:** Participates in the administration of various city ordinances and city-owned vacant lot maintenance contracts. Reviews construction drawings, prepares and enforces special provisions, issues construction related permits and monitors construction activities in public rights-of-way to protect City owned trees and landscaping. Participates in the development and delivery of safety and technical training and investigates and responds to service requests from the public and public officials.

**THE ESSENTIAL FUNCTIONS:**

- Monitors and participates in the administration and enforcement of various city ordinances related to hazard trees, sidewalk snow and ice, tall weeds and grass, vegetation encroachments into the rights-of-way, and other Environmental Services ordinances.
- Monitors and participates in the administration of vacant lot maintenance contracts and other service contracts.
- Assesses public and private hazardous tree conditions and administers contracts for removal and pruning of hazardous trees.
- Monitors and participates in pest management operations threatening city-owned trees and landscaping. Provides direct supervision for contract employees, forestry inspectors, and other subordinate forestry and ME personnel.
- Assists in collecting and maintaining street tree and boulevard irrigation/plant inventories.
- Assists district managers with forestry operations.
- Maintains technical records, reports and other information as needed.
- Participates in the development and delivery of safety and technical training activities within the district.
- Participates in snow and ice control operations.
- Operates city owned vehicles.
- Establishes tree valuations and loss following standard industry protocols.
- Performs other duties as assigned.

**CONDITIONS OF EMPLOYMENT:** Required to work in all weather conditions; willing to work evenings, holidays, and occasional weekends.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.*

**MINIMUM REQUIREMENTS:**

1. Current City of Milwaukee employee with twelve (12) months of experience in DPW – Forestry Division
2. Four years of experience in arboriculture, horticulture, or general landscaping.
3. Twelve (12) months supervisory or contract administration experience.
4. State of Wisconsin Commercial Pesticide Applicator Certification in Turf and Landscape (Category 3.0) within six months of hire and throughout employment.
5. International Society of Arboriculture Arborist Certification within six months of hire and

## ***Urban Forestry Technician***

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- throughout employment
6. Valid Wisconsin driver's license at time of appointment and throughout employment.

### **DESIREABLE REQUIREMENTS:**

- Two or four year degree in arboriculture, horticulture or related field is highly desirable.

Copies of transcripts should be submitted with application -OR- sent to Forestry Services Manager, David Sivyer at 841 N Broadway, Room 619 Milwaukee, WI 53202. (Student copies are acceptable.)

### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:**

- Knowledge of basic plant science, horticulture and arboriculture.
- Knowledge of office computer applications and ability to utilize field technology
- Knowledge of how construction practices impact trees and landscape plants
- Ability to read construction drawings
- Ability to draft and enforce special provisions to protect city trees and landscaping
- Ability to accurately identify trees, turf, weeds and ornamental plants common to SE Wisconsin
- Ability to collect information and maintain accurate records
- Knowledge of safety compliance, regulations and policies.
- Ability to safely apply pesticides to trees, turf and landscape plants.
- Ability to assess trees for hazardous conditions
- Ability to perform accurate job-related calculations.
- Effective oral and written communication skills.
- Excellent interpersonal and customer service skills and ability to work harmoniously with others.
- Ability to prioritize, organize and accomplish work with limited supervision.
- Ability to perform repetitive tasks
- Ability to work in all weather conditions
- Ability to withstand prolonged adverse weather conditions
- Ability to remain calm during emergency situations.
- Ability to perform heavy manual labor and lift and move objects weighing 50 lbs. or more.

**CURRENT SALARY (PR 3NN):** \$43,845.62 to \$59,792.20 annually. The minimum recruitment rate is \$51,455.30.

**SELECTION PROCESS** will be job related and will consist of one or more of the following: an evaluation of related training, experience and accomplishments, written tests, interview, or other assessment methods. The Department of Public Work – Environmental Services – Forestry, reserves the right to call only the most qualified candidates to the oral interviews. Information from the selection process will be used to make a hiring decision. Selected candidates will be transferred or promoted to the position.

**APPLICATION PROCEDURE:** Applications may be obtained from the Department of Employee Relations, 200 E Wells St, Room 706, Milwaukee WI 53202-3554, or by calling 414-286-3751.

***All completed applications, resumes, and transcripts must be returned to: Mr. David Sivyer, Department of Public Works, Forestry, 841 N. Broadway, Room 619 Milwaukee, WI, 53202 no later than close of business September 11, 2012.***