AUBURN
Human Resources

Spec III, Arbor

Job Description

JOB INFORMATION

Job Code	ND30
Job Description Title	Spec III, Arbor
Pay Grade	FM12
Range Minimum	$44,690
33rd %	$52,140
Range Midpoint	$55,870
67th %	$59,590
Range Maximum	$67,040
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	5/5/2021

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Grounds

JOB SUMMARY

Under minimal supervision, responsible for providing all aspects of tree care including planting, pruning, removal, or maintenance for all trees on Auburn University property with a focus on main campus. Utilizes advanced arboriculture knowledge and techniques in order to maintain University grounds as a safe and aesthetic atmosphere for students, faculty, staff, and the general public. Serves as a lead on worksites to prioritize work assignments and directs work crews to complete tasks in absence of supervisor.

RESPONSIBILITIES

- Executes and assists in overseeing aerial functions related to tree maintenance including lifting, thinning, deadwood cleaning, and vista pruning with the use of a bucket truck, manlift or standardized climbing methods using rope and saddle during all months of the year.
- Performs ground functions at an advanced level such as pruning, trimming, roping, rigging, whole tree felling, chipping, and loading. Installs and stakes large field-grown trees in all areas including intricate spaces. Complies with arboriculture industry standards and university policies to ensure that University properties are kept safe and presentable in terms of tree care at all times.Oversees soil care operations to include watering, fertilizing, spraying, root collar excavations, and other root enhancement operations. Treats trees with fertilizers and pesticides to promote vigor and resistance to disease outbreaks. Advises work crew on proper soil care operations.
- Uses, maintains, recommends, and assists crew in all arboriculture related equipment and inventory including, but not limited to skidsteers, bucket trucks, wood chippers, stump grinders, ropes and other climbing/rigging gear, backhoes, and chainsaws. Inventory responsibilities are on an as needed basis and would include recording the following metrics: species identification, diameter, height, and tree risk data.
- Meets AU Facilities Management training and safety requirements by maintaining daily checklists, ensuring functionality of machinery and equipment, and following correct arboriculture pruning practices from ground & lift.
- Serves as a lead on site to prioritize work assignments and directs work crew to complete tree care tasks and jobs while supervisor is on other project sites.
- May work outside of normal operating hours to assist in emergencies, inclement weather, and storm clean up as needed.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School Diploma or GED		and	5 years of	Arboriculture related practices 2 years at preceding level or equivalent	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Advanced and comprehensive knowledge of tree care;	
Advanced pruning skills based on arboriculture industry standards;	
Ability to safely operate chainsaws, pole saws, hydraulic saws, wood chippers, and other machinery;	
Ability to adapt to technology advancements;	
Ability to prioritize tasks to meet project deadlines;	
Ability to effectively lead others.	
Preferred knowledge of climbing using rope and saddle.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	Valid driver's license	Upon Hire	Required	And
	International Society of Arboriculture (ISA) Arborist Certification	Upon Hire	Desired	Or
	ISA Tree Risk Assessment Qualification	Upon Hire	Desired	Or
	Ornamental & Turf Pesticide Applicator License	Upon Hire	Desired	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking				X		
Sitting				X		
Lifting	X					
Climbing				X		
Stooping/ Kneeling/ Crouching				X		

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Reaching					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold					X
Extreme heat					X
Humidity					X
Wet					X
Noise					X
Hazards					X
Temperature Change					X
Atmospheric Conditions					X
Vibration					X

Vision Requirements:

Ability to see information in print and/or electronically.