



City of Dubuque  
Forestry Technician

<b>SALARY</b>	\$26.75 - \$29.99 Hourly
<b>LOCATION</b>	City of Dubuque, IA
<b>JOB TYPE</b>	Full-time
<b>JOB NUMBER</b>	01689
<b>DEPARTMENT</b>	Parks and Recreation (Leisure Services)
<b>OPENING DATE</b>	10/29/2024
<b>CLOSING DATE</b>	11/10/2024 11:59 PM Central
<b>FLSA</b>	Non-Exempt
<b>BARGAINING UNIT</b>	TNBU

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## Position Summary

**GENERAL SUMMARY DUTIES:** Under the supervision of the Urban Forester, perform and supervise arboricultural tasks related to the daily operation of the urban forestry area of the Park Division according to general or specific instructions of the Urban Forester but often working independently and with minimal supervision; and perform other duties as assigned.

The ideal candidate possesses the ability to follow a management philosophy that is input oriented and values equity, problem solving and the development of partnerships; the ability to work effectively as a member of a team and build the team; and the desire to be part of an organization that values service, people, integrity, responsibility, innovation and teamwork.

**DISTINGUISHING FEATURES OF THE CLASS:** Responsible for adopting a leadership role including the supervision and direction of others in the operation of the urban forestry area. The Technician will perform skilled tasks in managing the Urban Forestry Program and supervising and coordinating the activities of full-time, part-time and seasonal employees and volunteers; and semi-skilled and skilled tasks related to arboriculture in an urban environment. Assignments are received in the form of oral or written work orders, or general direction from a supervisor. The employee in this class must exercise discretion and independent judgment in directing and prioritizing the activities of

employees. Work is performed according to general or specific instructions of a supervisor who inspects work while in progress and upon completion.

## Job Duties

### **JOB DUTIES:**

- Record research and operational data.
- Plant, maintain and remove trees, brush and shrubbery; relationships with industry professionals and agencies; and time and other records.
- Assist with emergency removal and clean-up of damaged trees; snow removal operations; computer system maintenance; and street and park tree inventory.
- Operate medium to heavy duty trucks and equipment.
- Manage forestry operations.
- Supervise technical personnel as lead person.
- Train personnel in technical procedures.
- Advise others on management of emergencies and hazardous situations and materials.
- Develop technical databases.
- Respond to complaints, questions and comments.
- Inspect condition of natural environments.
- Visually survey land and properties.
- Prepare documentation for permits and licenses; and maps.
- Advise others about environmental management and conservation.
- Set up field equipment.
- Collaborate with departments, utility companies and private businesses on tree issues.
- Purchase equipment and supplies.
- Perform equipment, vehicle and building maintenance.
- Participate in the City's intercultural competency training and program.

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

- **Arboriculture and Landscaping** – Knowledge of principles and practices using best practices; knowledge and skills in use and care of ropes, knots, and the tools and equipment commonly used in tree care and removal operations; native and ornamental trees and shrubs; tree anatomy and physiology; use of insecticides, fungicides, herbicides and fertilizers; the methods, equipment and materials used in landscape construction and grounds maintenance; sustainability practices; integrated pest management and plant health care programs; and standard tree trimming and removal practices.
- **Equipment Operation** – Knowledge of mechanical operation and maintenance of diesel and gas powered equipment. Ability to operate vehicles and specialized equipment including aerial tower, log loader, stump grinder, dump trucks, brush chippers and skid steer loaders.
- **Safety and Security** - Knowledge of relevant equipment, policies, safe work procedures including traffic safety and control practices, and strategies to promote effective local operations including OSHA and ANSI laws, occupational hazards and safety precautions applicable to the tree care industry.
- **Electronic Technology Usage** – Ability to operate a computer and tablet using standard and customized software applications to establish data sets and create documentation.
- **Customer Service** - Knowledge of principles and processes for providing customer services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

- **Law and Government** - Knowledge of OSHA and ANSI laws, legal codes, court procedures, precedents, government regulations, executive orders and organizational rules.
- **Active Listening** - Listening to others, not interrupting, and asking good questions.
- **Critical Thinking** - Thinking about the pros and cons of different ways to solve a problem, and investigate tree complaints.
- **Verbal and Written Comprehension** - Reading and understanding work-related information; listening and understanding what people say; and following verbal and written instructions and directions.
- **Written and Oral Expression** - Communicating by speaking both orally and in writing which includes public speaking.
- **Deductive and Inductive Reasoning** - Using or creating rules to solve problems and formulate detailed answers.

**WORKING CONDITIONS:** Duties require working outside during inclement weather; and medium to heavy work with occasional heavy lifting.

## Qualifications

### **MINIMUM QUALIFICATIONS:**

- Associate's degree in Environmental Science, Forestry or related field; or
- Equivalent related experience and education.
- Possession of, or the ability to obtain and maintain, within six months of hire:
  1. Commercial Driver's License (CDL) with air brake and combination endorsements
  2. State of Iowa pesticide applicator certification in categories 3.O (ornamentals) and 6 (right of way)

### **PREFERRED QUALIFICATIONS:**

- Experience in the planting, maintenance and removal of trees, brush and shrubbery.
- Experience working with a diverse workforce.

## Supplemental Information

**RESIDENCY REQUIREMENT:** Employee shall establish their principal place of residence within fifty (50) miles of the corporate limits of the city of Dubuque as soon as practicable after appointment, but within two years of appointment.

**OVERTIME STATUS:** Non-exempt

## Our Commitment to You

**We are committed to using a merit-based system in which recruiting, selecting, and advancing employees is based on their relative knowledge, skills, and abilities. The City of Dubuque values a culture of equity, diverse perspectives, and life experiences. Our organization embraces innovation, collaboration and work-life harmony. We offer job stability, a comprehensive benefits package, and an opportunity to serve and support our diverse community. We are an equal**

opportunity employer with a commitment to diversity and an inclusive workforce. Women, minorities, veterans, and people with disabilities are encouraged to apply.

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**Agency**

City of Dubuque

**Phone**

563-589-4125

**Website**

<https://www.governmentjobs.com/careers/dubuqueia>

**Address**

Human Resources Department  
50 W 13th Street  
Dubuque, Iowa, 52001

## Forestry Technician Supplemental Questionnaire

**\*QUESTION 1**

I have possession of an Associate's degree in Environmental Science, Forestry, or related field; or equivalent related experience and education.

- Yes  
 No

**\*QUESTION 2**

I have possession or the ability to obtain and maintain within six months of hire: Commercial Driver's License (CDL) with air brake and combination endorsement and I have possession or the ability to obtain and maintain within one year or twelve months of hire: State of Iowa pesticide applicator certification in categories 3.O (ornamentals) and 6 (right of way).

- Yes  
 No

\* Required Question

If you have any questions about the position, please contact Robert Wegmann.

Phone: 563-581-1119

Email: [rwegmann@cityofdubuque.org](mailto:rwegmann@cityofdubuque.org)