

POSITION TITLE: TREE TRIMMER
DEPARTMENT: PUBLIC UTILITIES
DIVISION: ELECTRIC

**CITY OF
BOWLING GREEN**

REPORTING RELATIONSHIPS

Tree Trimmer Supervisor

POSITION REPORTS TO

DIRECT REPORTS BY TITLE:

None

DIRECT: 0

INDIRECT: 0

POSITION FUNCTION

This position is responsible for ensuring that tree limbs do not block electric lines, conductors, secondary lines or service/house drops

JOB RESPONSIBILITIES

- Trims trees
- Sprays substation and other electric-related property
- Operates heavy equipment in assisting other department jobs
- Cleans and maintains equipment and the warehouse
- Directs traffic to aide in tree trimming operations
- Communicates with the public
- Performs other related duties as assigned

PHYSICAL REQUIREMENTS

Job requires incumbent to stand, walk, sit, talk/hear and use hands to finger, handle or feel, climb/balance, reach with hands/arms and lift up to 25 pounds. Must be able to judge distances and spatial relationships.

REQUIRED SKILL SETS	
<p>Occupational/Technical Skills</p> <ul style="list-style-type: none"> Knowledge of chemicals used in spraying Knowledge of trees and tree growth patterns Knowledge of roping and rigging Ability to use chain saws, pole saws, pole trimmers, bucket truck, chippers, climbing harnesses, tree gaffs Ability to properly use safety-related equipment Ability to climb trees and poles Must maintain a valid Commercial Driver's License and have the ability to drive <p>Administrative Skills</p> <ul style="list-style-type: none"> Ability to analyze and resolve situations and problems Ability to use techniques of effective time management Ability to handle multiple priorities and projects <p>Cognitive Skills</p> <ul style="list-style-type: none"> Ability to identify problems, recognizing symptoms, causes and alternative solutions Ability to make timely, sound decisions Ability to interpret a variety of instructions in written, oral, diagram or schedule form Ability to interpret documents such as safety rules, operations and maintenance instructions, and procedure manuals Ability to perform standard business arithmetic, includ- 	<ul style="list-style-type: none"> ing percentages and decimals Ability to develop original, unusual, successful approaches Ability to encourage the creativity of subordinates Ability to create and readily draw on a large pool of diverse sources of information <p>Communications Skills</p> <ul style="list-style-type: none"> Ability to let people know of decisions, changes, and other relevant information in a timely fashion Ability to speak effectively one-to-one Ability to prepare clear and concise reports, correspondence and other written materials <p>Interpersonal Skills</p> <ul style="list-style-type: none"> Ability to use tact and discretion Ability to develop and maintain smooth, cooperative working relationships with peers, subordinates, and superiors Ability to deal courteously and diplomatically with the general public Ability to arrive at constructive solutions while maintaining positive working relationships

DESCRIPTION OF WORKING CONDITIONS
<p>Work is performed outdoors in all weather conditions; incumbent works most of the time with vibrating, noisy equipment and has moderate contact with City citizens and the general public.</p>

EXPERIENCE AND/OR EDUCATIONAL REQUIREMENTS
<p>High school diploma or equivalent; certifications in First Aid/CPR and Line Clearance; valid Commercial Driver's License (Class B); three to five years of relevant experience; or any combination of education, training and work experience which provides the required skill sets to perform the essential functions of the job.</p>

The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This Position Description is intended to identify and illustrate the kinds of duties that may be assigned to its incumbents. It should not be interpreted as describing all of the duties that may ever be required of such an employee, or be used to limit the nature and extent of assignments such individuals may be given.

Completed by Resource Management Strategies, Inc. (RMS) on July 3, 1999. This position Description is based on a Position Analysis Questionnaire (PAQ) completed by the incumbent.