

POSITION: WEED CONTROL SUPERVISOR

Posting # 7800-0717jhm

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: humanresources@UtahCounty.gov ♦ <http://www.utahcounty.gov/jobs>

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

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REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

STARTING SALARY: Step 38-\$22.36 – Step 44-\$25.70 per hour, \$1,789 - \$2,056 Bi weekly
Salary will be determined upon experience and or education

Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: July 3, 2017

CLOSING DATE: Open Until Filled

***All applications received by July 10, 2017** will be screened by the HR Office. Those applicants meeting the specified qualifications and additional screening criteria will be referred for a hiring interview. The Human Resources Office will continue to consider qualified candidates as needed until the position is filled.

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY: Under general supervision of the Roads Division Manager, performs supervisory, administrative, and technical weed eradication work in overseeing and coordinating operations of the Utah County Weed Control Program.

DUTIES INCLUDE: Supervises the daily activities of assigned personnel including scheduling, assigning, and monitoring work. Assists in making staffing decisions related to the hiring and retention of assigned personnel and the administration of disciplinary action in accordance with county policy and procedure. Oversees safety compliance and provides training in the operation of equipment and use of herbicides. Prepares and submits budget recommendations to the department head; prepares and submits applications for various grants; prepares statistical data and monitors program compliance with grant requirements.

Establishes priorities for repair and purchase of equipment; prepares requisitions for supplies and materials and completes specification sheets on equipment to purchase. Surveys county properties, public and private, for infestations of noxious weeds; informs private owners of potential infestations on their property and their responsibility to eradicate the same; obtains permission to enter property. Receives and investigates complaints of noxious weeds throughout the county; identifies the variety of weed and the most effective herbicide to be used in its eradication; schedules and monitors operation of county spray projects on public and private land; enforces various laws governing the programs; initiates sanctions for violations of laws and regulations.

Consults with farmers and other interested landowners on the benefits, techniques, and costs of weed eradication and control. Compiles data on infestations, areas treated, amounts and types of chemicals used; prepares and submits reports to various state and federal entities. Develops and maintains biological control insectaries for noxious weeds.

DUTIES (continued)

Attends Utah County Weed Board meetings and appraises board of noxious weed problems, projects, and activities; works with county officials, other county weed boards, the Department of Agriculture, the Bureau of Land Management, and State Trust Land and Forest Service officials. Assists with road maintenance and snow removal duties; inspects and operates loader, roller, sander, snow plow and other heavy equipment as required.

EVALUATION AND SELECTION FACTORS INCLUDE:

Considerable Knowledge of: safety inspection practices and procedures; plant identification and vegetation management techniques; state and federal laws relating to noxious weed control and the usage, storage, and disposal of hazardous chemicals.

Working Knowledge of: supervisory practices and techniques; county geography.

Skill in: reading, writing, and basic math; creating and maintaining files, records, and reports; problem solving; word processing and using standard software programs; operating equipment related to vegetation management; interpreting maps.

Ability to: maintain cooperative relationships with those contacted in the course of work activities; communicate effectively verbally and in writing; estimate project costs and prepare budget information; complete grant applications; organize tasks efficiently; effectively motivate and supervise others.

REQUIREMENTS FOR EMPLOYMENT: High school diploma or equivalent and five (5) years of work experience related to vegetation management. Equivalent combinations of education and experience may also be considered. Preference may be given to applicants with lead or supervisory experience and to applicants with vegetation management experience in a road maintenance environment. **Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

LICENSURE/CERTIFICATIONS: Applicant must possess a valid class B commercial driver's license and obtain a valid State of Utah Class B Commercial Driver's License within 60 days of employment. Applicant must possess a current State of Utah Pesticide Applicator License (commercial or non-commercial) including licensure for road right-of-ways. Incumbent must obtain certification as a Fork Lift Operator and state certification as a Flagger during the probationary period for new hires or during the trial period for promoted County employees .

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.