

UTAH COUNTY JOB DESCRIPTION

CLASS TITLE: WEED CONTROL SUPERVISOR
CLASS CODE: 7800

FLSA STATUS: NON-EXEMPT
SUPERVISORY STATUS: SUPERVISOR

EFFECTIVE DATE: 06/01/2010
DEPARTMENT: PUBLIC WORKS

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.

ESSENTIAL FUNCTIONS

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.

Attends Utah County Weed Board meetings and apprises 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.

Maintains flood channels and debris basins including cleaning up, monitoring for unsafe conditions, and adjusting discharge rates.

Operates computerized and mechanical weed sprayers and chemical handling equipment, rough cut mowers, and common hand and power tools.

KNOWLEDGE, SKILLS, AND ABILITIES

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.

PHYSICAL DEMANDS

Frequently: walks, stands, or stoops.

Regularly: lifts or moves objects weighing up to 50 pounds; uses hands to finger, handle or feel objects; reaches with hands and arms; ascends or descends ladders, scaffolding, ramps, poles, and the like; drives a motor vehicle; communicates via radios; uses a full spectrum of visual capabilities including distinguishing between shades of color.

Occasionally: lifts or moves objects weighing up to 100 pounds.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

WORKING CONDITIONS

Work is regularly performed for sustained periods outdoors and occasionally in hot, cold, or inclement weather. Work is regularly performed near moving mechanical parts and occasionally in high precarious places. Work occasionally exposes incumbent to wet and/or humid conditions, vibration, loud noise, fumes or airborne particles, and toxic or caustic chemicals. Work requires the use of protective devices such as masks, goggles, and gloves. Work requires incumbent to respond to emergency situations on an on-call basis as assigned.

EDUCATION AND EXPERIENCE

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.

LICENSING, CERTIFICATION, AND OTHER REQUIREMENTS

Selected applicants may be subject to a background check. 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 .

This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.