

**CITY OF FORT WAYNE**  
JOB DESCRIPTION  
**HIGH RANGER OPERATOR / F O R E S T R Y D I V I S I O N**

**DEPARTMENT:** Parks & Recreation

**DEPARTMENT CODE:** 121

**HOURS:** 7:00 a.m. – 3:00 p.m.  
May deviate from this time.

**SALARY:** Per IBEW contract

**CLASS CATEGORY:** LTC

**JOB CODE:** 11550-0001

**FLSA STATUS:** Non-Exempt

**WORK COMP:** 9102

**EEO CATEGORY:** 07

**UNION:** IBEW

**REPORTS TO:** Forestry Supervisor

**APPROVED BY:**

**APPROVAL DATE:** 12/07

**SUMMARY**

The employee in this position performs all aspects of tree maintenance and responds to emergency situations involving City trees; and performs a variety of technical tasks relative to assigned areas of responsibility.

Employees at this level are required to be trained in all procedures related to assigned area of responsibility and be experienced and competent in the operation of all assigned equipment.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative samples of the knowledge, skill, and/or ability required.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following.

- Trims and removes trees in parks and street right-of-way;
- Operates all equipment related to tree maintenance;
- Directs and trains the work of staff assigned to assist in tree maintenance and clean up of work sites and the set up and use of equipment;
- Is able and willing to use a rope and saddle to perform aerial tree maintenance, as needed.
- Performs work under general supervision. Deviates from instructions and makes decisions and judgments affecting the safety, quality and adequacy of the job;
- Verifies the work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards, specifications and safety guidelines;
- Estimates time, materials, and equipment required for jobs assigned;
- Identifies the varieties of trees and determines how each is uniquely pruned or removed;
- Is often required to work overtime for storm response or other emergency related tree issues; Late night or early morning hours are common to this requirement and to these situations;
- Maintains accurate work reports of daily work;

- Responds to public inquiries in a courteous manner; provide information within the area of assignment; resolve complaints in an efficient and timely manner;
- Maintains pertinent tree maintenance equipment in safe operating condition and keeps work areas in a clean and orderly condition;
- Cleans, sharpens, and lubricates power equipment;
- Cleans assigned areas of work and equipment;
- Performs duties in accordance with City of Fort Wayne safety rules and regulations and standard arboriculture practices and interprets the same to workers;
- Has a proven and acceptable work attendance record;
- Assists in planting trees as needed;
- Has a practical working knowledge of:
  - Operations, services, and activities of a tree trimming, removal, and pruning program.
  - Methods and techniques of tree trimming, removal, planting and pruning.
  - Cares, operations, and maintenance of a variety of mechanical equipment and power tools used in the area of work assigned.
  - Is Knowledgeable of occupational hazards and standard safety practices necessary in the area of work assigned;
  - Is experienced in the Aerial bucket operation;
  - Is experienced in tree structure and growth patterns;
  - Knows geographic street locations in Fort Wayne.

**OTHER DUTIES** Other duties may be assigned as necessary. This Job description is intended to present a descriptive list of the range of duties performed by employees in this classification. This job description is not intended to reflect all duties performed within the job.

### **EDUCATION and EXPERIENCE**

- High school diploma or general education degree (GED)
- Three (3) years (36 months) of cumulative and increasingly responsible working experience in tree trimming, removal, and pruning experience
- Two (2) years of continuous experience as a Bucket Operator
- A knowledge of all facets of tree maintenance
- Must demonstrate the ability to use a rope and saddle to perform aerial tree maintenance

**SUPERVISORY RESPONSIBILITIES** Incumbent is a member of a crew mix that varies from five (5) to fifteen (15) full-time and seasonal employees in the Forestry Division of the Parks Department. Carries out responsibilities in accordance with the City of Fort Wayne and Park Department policies and applicable laws. Responsibilities include training employees; assigning, and directing workers; addressing complaints and resolving problems.

**LANGUAGE SKILLS** Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively to customers or employees of the Parks and Recreation Department.

**MATHEMATICAL SKILLS** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals.

**REASONING ABILITY** Ability to interpret a variety of instructions furnished in written, oral or schedule form. Must have practical knowledge of tools, machinery, equipment, variety of trees, pruning and tree removal.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Valid Indiana Driver's License with CDL Class B w/air brakes, endorsement

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; and climb or balance. The employee frequently is required to pull, push, crouch, or crawl. The employee must regularly lift and/or move up to 75 pounds and carry the weight a minimum of 50 feet. High manual dexterity required. Exposure to unfavorable health or safety conditions is frequent with daily physical demands involving major injury or loss of life.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee's working conditions are prolonged with frequent exposure to dust, pollen, extreme temperatures, or severe outdoor conditions. The noise level in the work environment is usually loud.