

CLASS CODE: 534203
PAY GRADE: 14
UNIT: Excluded
FLSA: Non-Exempt

NATURAL RESOURCES TECHNICIAN

Distinguishing Features of the Class:

Under general supervision, performs a variety of skilled and semi-skilled maintenance and laborer related to grounds keeping, landscaping, forestry, and maintenance of buildings, facilities, equipment within the Natural Resource division; assists in implementation of natural resources management programs involving protection, restoration, enhancement and conservation of biological, water, and land resources for the Polk County Park system; performs other duties as required to maintain/enhance the appearance and quality of Polk County parks.

Illustrative Examples of Duties:

1. Performs a variety of tasks in connection with the operation/maintenance of green infrastructure within the county park system including but not limited to tree maintenance, invasive specie removal, prairie planting, wetland restoration, grounds keeping and the use of prescribed fire.
2. Prunes, removes dead and/or diseased trees and dangerous limbs using modern tree maintenance equipment; cuts and trims grass, trees and shrubs using hand and power tools; cuts/splits firewood.
3. Performs chemical applications of pesticides, weed killers, and fertilizers for control of noxious weeds, invasive species, insects diseases problems and broad-based weed control within PCC areas; participates in the planting /maintenance of trees and shrubs, prairies, woodlands on county owned property.
4. Performs a variety of skilled and semi-skilled jobs including the repair/maintenance of buildings, facilities, and equipment, operates equipment used in modern tree maintenance, invasive specie removal, prairie planting, and prescribe fire including lift trucks, boom trucks, chippers, chain saws, stumpers, sprayers, mowers, and tractors; performs routine preventative maintenance on vehicles and equipment such as checking oil, transmission fluid, and general operating condition.
5. Depending upon area of assignment, may participate in field/survey work which involves fisheries, wildlife, botanical, and wetland resources; may assist in the enhancement/development of wildlife habitat including constructing traps/nesting structures; may facilitate controlled hunting/refuge programs; may assist with prairie and wetlands restoration/ enhancement; may monitor/survey condition of natural resources for various parks.
6. Participates in, the planning, coordination, scheduling, and performs the maintenance, repair, and care of park grounds, buildings, and equipment including mowed and non-mowed areas; assures that grounds are safe/well maintained.

7. Monitors/evaluates ground/premises to identify maintenance projects/safety hazards; takes immediate action in reporting/correcting any possible hazards.
8. Effectively recommends personnel actions related to selection, performance review, and work schedules/assignments in planning and directing the work of seasonal workers/volunteers.
9. Prepares/maintains records/reports including preventative maintenance records, daily work order activity, spray records and equipment/supply inventories.
10. Maintains clean, organized, safe working conditions in shops, break-rooms, offices, and all associated work sites; maintains cleanliness of park grounds; hauls refuse.
11. Performs related duties as assigned.

Required Knowledge, Skills, and Abilities:

- Knowledge of the techniques and methods used in modern tree maintenance, care and removal, wildlife management, wetland/prairie restoration and re-vegetation, and invasive specie removal.
- Knowledge of the standard methods, practices, tools and materials used in the landscape construction trades.
- Knowledge in the care and planting of nursery stock.
- Knowledge of principles of natural science as related to natural resources management.
- Knowledge of local, state, and federal regulations pertaining to park maintenance and natural resource management.
- Knowledge in the operation of equipment used tree maintenance, invasive specie removal, prairie planting, wetland restoration, landscaping, and prescribed fire, i.e. lift truck, boom truck, chipper, stump, sprayers, forestry mowers & shears, tractors, skid steers, mowers.
- Knowledge of the hazards present and safety precautions necessary in building, grounds maintenance and forestry work.
- Basic keyboarding skills.
- Ability to recognize tree hazards.
- Ability to understand and follow oral and written directions.
- Ability to plan/layout in proper sequence the tasks required to complete a work project.
- Ability to provide guidance, direction, and instructions to seasonal workers/volunteers.
- Ability to respond to emergency situations.
- Ability to lift and carry materials and tools weighing up to 60 lbs and physically transport across rough uneven terrain to remote sites up to ¼ mile from walks/roads.
- Ability to work flexible hours including weekends, holidays, or other irregular hours.
- Ability to perform heavy and varied manual tasks under any type of weather conditions.
- Ability to stoop, bend, twist, squat, kneel, push, pull, and reach.

- Ability to perform tree rigging/climbing.
- Ability to maintain accurate records and resource program data.
- Ability to operate personal computer.
- Ability to establish/maintain effective working relationships with co-workers, representatives of other organizations, volunteers, and the general public.
- Ability to work effectively in a Team environment.
- Ability to obtain/maintain a Class A Commercial Driver's License issued by the State of Iowa.
- Ability to obtain certification in operation of forklifts.

Training and Experience:

- Bachelors degree in natural resource management, biological sciences, botany, wildlife management, environmental science, forestry, landscaping or related field, or
- Associate of Arts degree in natural resource management, biological sciences, botany, wildlife management, environmental science, forestry, landscaping or related field, and
- Two years experience in park maintenance, forestry, or natural resource management, or
- Any combination of training and experience that will provide the required knowledge, skills, and abilities

Special Requirement:

- Pre-employment physical is required.
- A criminal background check is required.
- Must be able to obtain/maintain a Class A, Commercial driver's license issued by the State of Iowa.
- In conjunction with Title 49 of the Code of Federal Regulations (parts 382, 392 & 40), this job requires a pre-employment drug screen and on-going participation in the Polk County random drug testing program.
- Must be able to obtain/maintain Certified Pesticide Applicators, in one or more of the following Categories 1A, 2, 3OT, 5, 6.
- Must be able to obtain a Wild land Firefighter certificate with minimum requirements I-100, L-180, S-130 and S-190.

Adopted: 7/1/06
 Revised: 11/7/12
 Revised: 3/12/14