

3050

04/08/09

Revised

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

**TITLE: TREE MAINTENANCE INSPECTOR**

**DEFINITION**

Under general direction, to perform a variety of duties related to the inspection and canvass of City trees, the tree planting program, and administration of tree section; and to do related work as required.

**REPORTS TO:** Urban Forester

**SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the Urban Forester. May exercise lead supervision over Maintenance Worker as assigned.

**EXAMPLES OF DUTIES**

Typical duties may include, but are not limited to, the following:

- Inspect City trees for damage, disease, parasites, deterioration, or threat to property in response to public inquiry, complaint or routine canvass.
- Prepare work orders on tree problems, review work in progress and upon completion, resolve work problems, and determine additional needs.
- Supervise the control and eradication of tree pests and diseases.
- Supervise the tree planting program, including the ordering, location, planting and maintenance of new trees, inspect trees planted by developers.
- Participate in the preparation and review of equipment and contract work specifications.
- Participate in the preparation and maintenance of division records and reports.
- Assist in administration of the City's Street Tree Master Plan.
- Serve as acting Tree Maintenance Supervisor as assigned.

**QUALIFICATIONS**

**Knowledge of:**

- Methods, materials and equipment used in the planting, maintenance, transplanting, and removal of trees.
- Tree pests and diseases and approved control and eradication methods.
- Types of trees suitable for city streets, parks and grounds.
- Record keeping and reporting procedures.
- Principles and practices of supervision and public relations.

**Ability to:**

- Plan, review, and supervise the work of crews in the planting, maintenance, transplanting, spraying and removal of trees.
- Implement and maintain the master tree planting program.
- Identify tree pests and diseases and implement effective control/eradication measures.
- Establish and maintain effective working relationships with others.
- Communicate clearly and concisely, orally and in writing.
- Prepare and maintain a variety of records and reports.
- Supervise and evaluate work of others.

**Education and Experience:**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to completion of twelfth grade.

Experience: Four years' increasingly responsible experience in the tree trimming, spaying, pruning, removal and planting work, including experience in pest and disease control and eradication.

**MEDICAL CATEGORY:** Group 1

**NECESSARY SPECIAL REQUIREMENT**

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

May require possession of or the ability to obtain an appropriate valid California Commercial Motor Vehicle Operator's License based upon operational need and the duties assigned.

Possession of or ability to obtain during the twelve month probationary period, Arborist Certification as issued by the International Society of Arboriculture Western Chapter.

**CAREER ADVANCEMENT OPPORTUNITIES**

**FROM:** Tree Maintenance Inspector

**TO:** Urban Forester