



# City of Tempe

## MUNICIPAL UTILITIES LANDSCAPER II+

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	600	<i>Department:</i>	Municipal Utilities
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Parks Maintenance Technician II+
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes
Click <a href="#">here</a> for more job classification information including current salary range.			

REPORTING RELATIONSHIPS
Receives general supervision from supervisory or management staff.
Exercises functional and technical direction over lower level and/or contract staff and volunteers.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Two (2) years of experience in horticulture and landscape contract administration, irrigation system repair, including the use of hand tools and power equipment. Experience at public facilities; i.e., arts centers, museums, stadiums, theaters, parks, golf courses and water treatment plants is preferred.
<i>Education:</i>	High school diploma, GED or equivalency.
<i>License / Certification:</i>	<ul style="list-style-type: none"> <li>● Possession of a valid driver’s license.</li> <li>● Possession of a professional landscape contractor certification.</li> <li>● Possession of a valid Arizona Structural Pest Control Applicator's License for Pest Control (B1), Right-of-Way and Weed Control (B3) and Turf and Ornamental (B5).</li> </ul>

ESSENTIAL JOB FUNCTIONS
Essential job functions are the fundamental duties of a position: The things a person holding the job absolutely must be able to do.
To actively support and uphold the City’s stated mission and values. To perform a variety of semi-skilled and skilled work in the maintenance, repair, alteration and construction of Municipal Utilities assets including facilities, equipment, fixtures, landscapes and grounds.

### OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Adhere to safety regulations and safe work practices are observed at job sites, including traffic/barricade compliance.
- Respond to customer inquiries.
- Install, irrigate, weed, fertilize and maintain landscaped areas.
- Trim and prune bushes, trees and shrubs; stake trees as necessary.
- Maintain the Tempe Women's Club Park Xeriscape Demonstration Garden.
- Inspect all landscapes including those adjacent to Municipal Utilities assets (buildings, sidewalks, fences, roadways, alleyways, etc.) to ensure that plants and trees do not cause damage to assets.
- Rake and clear leaves and remove debris from Municipal Utilities landscaped areas, walkways, parking lots, roadways, alleyways and surrounding areas.
- Pick up litter and debris; empty trash receptacles and ash urns and deposit into proper collection containers.
- Operate, maintain and repair a variety of mechanical equipment related to groundskeeping and landscape maintenance, such as blower machines, hedge trimmers, pruning shears and garden tools.
- Perform periodic inspections of irrigation systems and maintain systems: Install, troubleshoot, repair and replace irrigation systems including lines, heads, controllers and mains.
- Program and operate stand alone and Central Controlled Automated Sprinkler control systems.
- Mix chemicals and fertilizers according to predetermined formulas and operate a spray rig to apply chemicals and fertilizers to trees, shrubs, flowers and desert landscape areas to control weeds, insects and plant diseases; set and monitor rodent traps.
- Read and interpret sketches, diagrams, drawings and blueprints.
- Inspect, maintain and repair Municipal Utilities grounds and equipment by performing a variety of skilled grounds and landscape repair work.
- Coordinate, oversee and inspect work of contractors to ensure quality and compliance with terms of contract.
- Assist in coordinating Municipal Utilities landscape maintenance services activities with other City departments, divisions and sections and with outside agencies.
- Initiate or assist staff and contractors with procurement of materials, supplies and equipment; reconcile procurement card and code invoices for payment processing.
- Utilize computerized work order and asset management software to document repairs and preventative maintenance of assets.
- Engage with community stakeholders that utilize Municipal Utilities landscapes; respond to requests and inquiries and proactively communicate with Xeriscape Garden visitors on ways to improve experiences.
- Assist with event preparations and other user and special event groups, including garden workdays, tours and school field trips to the Xeriscape Garden or at community events.

- Assist as needed with fulfilling Tempe’s regulatory requirements for water conservation, including water consultations, outreach events and workshops.

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Lift heavy objects such as bags of cement and fertilizer weighing up to 90 pounds.
- Move heavy objects, such as pallets of fertilizer and cement, with a forklift or dolly.
- Operate City vehicles and equipment.
- Use power tools.
- Use hand tools.
- Climb stairways and ladders and work on elevated structures.
- Traverse uneven surfaces, such as parks, desert areas, parking lots, plazas, planters, golf courses, sidewalks and medians.
- Work in a stationary position for considerable periods of time, such as sitting at a desk working on a computer or completing paperwork.
- Operate computers, calculators and other office machines.
- Involves extensive reading and close vision work.
- Work out-of-doors in inclement weather.
- Experience exposure to heat, cold, dampness, dust, pollen, odors, fumes, etc.
- Experience exposure to hazards of electric shock, falls, noise, equipment operation, etc.
- Experience exposure to blood and airborne pathogens; bodily fluids, etc.
- Experience exposure to chemicals, petroleum products, cleaning agents, fumes, etc.
- May require working extended hours.

## COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision

*For more information about the City of Tempe’s competencies for all classifications:*

[City of Tempe, AZ : Competencies](#)

<b>JOB DESCRIPTION HISTORY</b>
<i>Effective April 2022</i> <i>Revised October 2022 (flex series)</i>

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

**Job Title: Municipal Utilities Landscaper II+**

**Job Code: 600**

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?		X

	Never	Occas.	Freq.	Contin.
	0% of time	1-35% of time	36-65% of time	66-100% of time

ENDURANCE				
Sit		X		
Stationary / Stand		X		
Move / Traverse				X

WORK WITH OR EXPOSURE TO THE FOLLOWING				
Machinery*		X		
Electrical*		X		
Power Tools*			X	
Hand Tools*				X
Personal Protective Equipment*				X
Fumes		X		
Computer Software		X		
Chemicals			X	

ENVIRONMENT				
Indoors		X		
Outdoors				X
Working in or around water		X		
Extreme Heat			X	
Extreme Cold	X			
Office Setting		X		
Confined Spaces	X			
Excessive Noise**			X	
Heights		X		
Sewage Exposure	X			
Bodily Fluid Exposure	X			

VISION REQUIREMENTS	YES	NO
<b>Close</b> (clear vision at 20 inches or less)	X	
<b>Distance</b> (clear vision at 20 feet or more)	X	
<b>Color</b> (ability to identify and distinguish colors)		X
<b>Depth Perception</b> (three-dimensional vision, ability to judge distances and spatial relationships)	X	
<b>Peripheral</b> (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	X	
<b>Ability to adjust focus</b> (ability to adjust the eye to bring an object into sharp focus)	X	
<b>No Special Vision Requirements</b>		X

Maximum LIFT / CARRY	Lift	Carry
5-25lbs		
26-50lbs		
51-75lbs		
76-100lbs	X	X

Maximum PUSH / PULL	Push	Pull
5-25lbs		
26-50lbs		
51-75lbs		
76-100lbs	X	X

MOVEMENT	YES	NO
Bend / Stoop / Twist	X	
Crouch / Squat	X	
Kneel / Crawl	X	
Above Shoulder Level	X	
Below Shoulder Level	X	
Repetitive Arm Use	X	
Repetitive Wrist Use	X	
Repetitive Hand Use	X	
Climb Stairs / Ladders	X	
Neck Range of Motion	X	
Traverse Uneven Surface	X	
Traverse Even Surface	X	

ADDITIONAL CONSIDERATIONS:
- May require working extended hours.
- May work alone for extended periods of time.

*DEFINITIONS/EXAMPLES
<b>Machinery:</b> bucket truck, riding mowers, backhoe etc.
<b>Electrical:</b> wiring, outlets, fuses etc.
<b>Power Tools:</b> push mowers, jackhammers, drills, chainsaw etc.
<b>Hand Tools:</b> hammers, wrenches, shovels, wheel barrels, saws etc.
<b>Personal Protective Equipment:</b> respirators, Tyvek coveralls, hard hats, fall protection harness etc.

**\*\* Hearing test is required**