



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 971.3

Job Title: **SENIOR FORESTER**

Pay Grade: 18

GENERAL SUMMARY:

Supervises and trains forestry personnel to trim and remove greenery, shrubs and trees to enhance the landscape and geography of wooded sites.

RESPONSIBILITIES:

- Supervises the daily operation of trim and removal crews.
- Directs and trains employees, including monitoring their progress, to increase their professional expertise.
- Prepares and presents technical information to increase public knowledge.
- Orders equipment and supplies for crew.
- Responds to inquiries from Council and other Departments.
- Organizes special projects.

SPECIFICATIONS:

KNOWLEDGE:

A Bachelor's degree in Forestry or a related field is required.

EXPERIENCE:

Two years of professional forestry experience are required.

COMPLEXITY:

Work consists of standard procedures and tasks where analytic ability is required in following guidelines, policies and precedents.

IMPACT OF ACTIONS:

Errors in work cause some expense and inconvenience. Work is typically performed under moderate supervision and within standard operating procedures. The incumbent occasionally can function autonomously, with the supervisor available to answer questions as they arise.

SUPERVISION EXERCISED:

Direct Supervision:

Involves scheduling, supervision and evaluation of work as a "first-line supervisor", recommends personnel actions, such as hiring, terminations, pay changes of non-supervisory personnel.

Indirect Supervision:

No indirect reports.

SPECIFICATIONS: (continued)

CONTACTS:

Internal Contacts:

Level of internal contact is primarily with professionals and supervisors. Interaction involves information exchange and/or simple service activity requiring moderate tact and cooperation.

External Contacts:

Level of external contact is primarily with citizens, visitors and/or mid-level representatives of government agencies, guests, vendors and professional contacts with allied organizations. Interaction involves routine information exchange and/or simple service activity that requires common courtesy; e.g., directing calls, and answering simple questions.

PHYSICAL EFFORT:

The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

WORK ENVIRONMENT:

There are routine discomforts from exposure to moderate heat, cold, moisture/wetness and unpleasant air conditions. The position may involve routine exposure to soiled materials and light chemical substances such as cleaning solutions.

PHYSICAL SKILL:

Requires the ability to make coordinated eye/hand movements within fairly fine tolerance and/or calibration demands; or the ability to make closely coordinated eye/hand movements on a patterned response space within moderate tolerance demands.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Forester
Senior Forester

Effective: October 1990

Revised: July 1994