



CITY OF NORFOLK
Department of Human Resources

**INVITES APPLICATIONS FOR THE POSITION OF:
Forestry Crew Leader**

An Equal Opportunity Employer

SALARY

\$19.62 - \$32.01 Hourly \$1,569.42 - \$2,561.00 Biweekly \$40,805.00 - \$66,586.00 Annually

OPENING DATE: 05/07/18

CLOSING DATE: Continuous

DESCRIPTION:

The City of Norfolk's Department of Recreation, Parks & Open Space, Division of Parks and Urban Forestry, is currently seeking a Forestry Crew Leader. The Forestry Crew Leader will be responsible for pruning and removing trees using tools, aerial lifts climbing gear to complete work orders, leads and trains crews in the proper maintenance of trees on City property and along City streets. The incumbent will also manage the operation of heavy equipment for the maintenance and removal of trees and emergency debris. As well as act as the first contact for after hours emergency response.

The Department of Recreation, Parks & Open Space tree crews are responsible for the management of approximately 200,000 trees throughout the city, 80,000 of which are considered street trees (trees that line the city's streets, between the road and sidewalk). The main priority of the city's tree management is public safety.

ESSENTIAL FUNCTIONS

****Re-Advertised****

Essential functions include but are not limited to:

- Leads tree crews to complete work assignments provided by supervisor, begins tasks with job briefings, applies best arboricultural techniques, files daily work reports, makes log book entries and ensures compliance with OSHA, ANSI and VDOT safety standards.
- Establishes annual goals and objectives for equipment operators and tree trimmers. Conducts periodic performance reviews of crews.
- Responds to after hours emergency calls from supervisors, the City's emergency operations center and/or co-workers to remove fallen trees, cracked/hanging limbs during and after storms or vehicle accidents.
- Oversees the operation and maintenance of crew vehicles and equipment by ensuring compliance with city standards and procedures and providing periodic OTJ training in arboricultural standards, equipment use and safety.

EDUCATION/EXPERIENCE

High school diploma required. Work requires knowledge of a specific vocational or technical

nature. An associate's degree, or equivalent from a college, technical, business, vocational, or correspondence school preferred.

Three years experience in professional tree care required.

Three years of supervisory experience preferred or any combination of education beyond high school and experience.

ADDITIONAL INFORMATION & REQUIREMENTS

- Valid Commercial Driver's License (Class B) required at the time of employment.
- Certified Commercial Pesticide Technician obtained within six (6) months of employment.
- CPR/First Aid Certification obtained within six (6) months of employment.
- ISA Certified Arborist preferred.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

OR

Job #06307
FORESTRY CREW LEADER
CC

Forestry Crew Leader Supplemental Questionnaire

- * 1. The following Supplemental Questions are specific to the position for which you have applied to assist the hiring manager in screening applications for specific experience being sought. Please be specific in answering these questions as they will be used to evaluate which applications will be given further consideration in the process. Do not answer "see resume" or "see application" as these are not valid answers. Please note that if you are invited to be interviewed by the department, your responses to the following questions may be subject to verification.
- I understand and will answer the following supplemental questions completely and thoroughly.
- * 2. Please select the highest level of education you have completed.
- High School Diploma/GED
 Some College/Vocational/Technical
 Associate's Degree
 Bachelor's Degree or higher
- * 3. How many years of experience do you have in professional tree care?
- Less than 3 years experience
 3-4 years experience
 4-5 years experience
 5 years or more experience
- * 4. Briefly describe your experience in professional tree care.
- * 5. How many years of experience do you have functioning in a supervisory capacity in professional tree service?
- Less than 3 years experience

- 3-4 years experience
- 4-5 years experience
- 5 years or more experience

- * 6. Briefly describe your experience in a supervisory capacity.

- * 7. Do you have a valid driver's license?
 - Yes
 - No
- * 8. Do you currently have a Class "B" Commercial Driver's License (CDL)?
 - Yes
 - No
- * 9. Do you possess a Virginia Commercial Pesticide Technician License?
 - Yes
 - No
- * 10. Do you possess CPR/First Aid Certification?
 - Yes
 - No
- * 11. Do you possess ISA Arborist Certification?
 - Yes
 - No
- * 12. Please provide an explanation of any periods of unemployment that are 30 days or longer. Indicate N/A if you have not experienced any periods of unemployment.

- * 13. Do you currently reside in the City of Norfolk?
 - Yes
 - No
- * 14. Are you a current or previous City of Norfolk employee?
 - Yes - I am a current City of Norfolk Employee
 - Yes - I am a previous City of Norfolk Employee
 - No - I am not a previous or current City of Norfolk employee
- * 15. A conviction (felony or misdemeanor) does not necessarily eliminate you from employment consideration. A criminal background check is conducted on all new hires. Failure to disclose all criminal convictions may result in disqualification from employment consideration or may result in dismissal from City of Norfolk employment if you have been hired. The nature of the offense; the time that has passed since the offense, conduct and/or completion of the sentence; and the nature of the job sought may be taken into consideration. Have you ever been convicted of a felony or a misdemeanor?
 - I have been convicted of a felony
 - I have been convicted of a misdemeanor
 - I have been convicted of a felony and a misdemeanor
 - I have not been convicted of a felony or a misdemeanor
- * 16. If you answered, that you have been convicted of a felony and/or a misdemeanor, please provide an explanation including the city, state and date of the conviction. This excludes minor traffic violations such as speeding tickets.

* 17. Please indicate your veteran status. (A copy of your long form DD-214 may be required)

- I am not a Veteran
- I am a Veteran
- I am a Disabled Veteran

* Required Question