



GEORGINA

Employment Opportunity

Town of Georgina Human Resources
careers@georgina.ca



Arborist

(Job ID# 2020.38T)

This is a C.U.P.E. Local 905.03 position

Department: Operations and Infrastructure

Division: Park Operations

Location: Parks Yard

Status: Temporary, Full-time, 40hrs/week (must be available for on call and weekends): May 2020 – December 2020

Number of Positions: 1

Salary/Wage Range: \$33.96/hour

Date Posted: March 13, 2020

Date Closing: March 24, 2020

Come work with us!

Employment with the Town of Georgina offers an opportunity to make a positive difference in our community. We are a progressive, forward-thinking organization focused on continuous improvement, innovation and providing exceptional customer service. We offer a collaborative team environment and an excellent place to take charge of your career.

Position Purpose:

Responsible for performing arboriculture maintenance and associated administrative tasks within the Town of Georgina.

For full details, please see attached job description.

Minimum Qualifications:

2 Year Arboriculture Technician Diploma or equivalent from a recognized post-secondary institution; ISA Certified Arborist; 4 years' previous experience including the operation, routine maintenance and safe use of related equipment; Valid "G" Driver's Licence; Driver's Abstract in good standing required to operate Corporation vehicles.

How to apply:

Qualified applicants are invited to submit a resume, identifying the **Job Title** and **ID# 2020.38T** in the subject line. Please apply in confidence by **March 24 2020 at 11:59pm** to careers@georgina.ca.

Committed to diversity and a barrier-free environment:

The Town of Georgina is an equal opportunity employer and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Office to ensure your accessibility needs are accommodated.

We thank all candidates for their interest, however only those being considered will be contacted.



JOB DESCRIPTION

Job Title: Arborist

PRIMARY FUNCTION

Responsible for performing arboriculture maintenance and associated administrative tasks within the Town of Georgina.

SUPERVISION RECEIVED

Forestry, Horticulture & Infrastructure Supervisor

INDIRECT REPORTS

Contractors; Seasonal/Temporary Employees; Road Attendants

WORKING PROCEDURES

- Inspects, trims, prunes, removes and stumps trees; identifies and diagnoses treatment for diseased/damaged trees found within the Town.
- Replaces dead shrubs and hedges and cuts and removes dead brush and other brush growth as necessary.
- Inspects, identifies and responds to hazardous situations found within the arboriculture industry as they relate to public safety, municipal and private property.
- Conducts tree maintenance and removal as necessary.
- Performs Emerald Ash Borer management.
- Plants, mulches, fertilizes and waters new trees.
- Plans for future growth.
- Inspects and diagnoses common pathogens and insects that impact woody plants in an urban setting.
- Identifies tree species and their growth characteristics as they relate to the urban environment.
- Performs winter control and snow removal duties as needed.
- Oversees Road Attendants conducting brushing.
- Provides guidance to divisional staff including orientation, occupational health and safety, training on the effective/safe operation of equipment and maintenance standards/expectations.
- Assists with the recruitment process of seasonal staff
- Prepares work schedules, as requested/required on a daily, weekly and/or annual basis and assists with time sheets.
- Completes daily operational and safety checks, maintains appropriate documentation and ensures necessary repairs and maintenance are carried out.
- Supervises/oversees contracted maintenance activities.
- Recommends purchases necessary for division including equipment, material and labour as required and receives/signs for authorized supplies.
- Ensures divisional staff observe all safety and other pertinent regulations/procedures and policies.
- Conducts performance evaluation reviews on seasonal employees ensuring Occupational Health and Safety performance is evaluated.
- Operates, as necessary, equipment/vehicles.
- Responds to enquiries from and/or liaises with the public and contractors regarding maintenance conditions and activities and resolves complaints or refers to Supervisor for resolve.

- Identifies areas of concern/problems and resolves situation and/or refers to the Supervisor for resolve.
- Participates in the Town's Health & Safety Program and complies with the Occupational Health and Safety Act, other applicable legislation and best practices.
- Maintains knowledge of and adheres to all Town of Georgina Policies and Procedures.
- Participates in ongoing Training and Development and ensures all mandatory requirements are met and maintained.

The above statements reflect the general details considered necessary to describe the principal functions and duties of the position and will not be construed as a detailed description of the work requirements that may be inherent in the job.

SKILL/KNOWLEDGE REQUIREMENTS:

Education and Training:

- 2 Year Arboriculture Technician Diploma or equivalent from a recognized post-secondary institution;
- ISA Certified Arborist;
- Safety & Awareness for Line Clearing Certificate from the Electrical & Safety Utilities Association of Ontario (E&USA) considered an asset;
- ISA Tree Risk Assessment Qualified (TRAQ), Ministry of Environment Pesticide licenses and computer proficiency in Microsoft Suite and GIS Tree Inventory are considered assets.

Experience:

- 4 years' previous experience including the operation, routine maintenance and safe use of related equipment;
- Up to one (1) year on the job for the period of adjustment, orientation, and adaptation.

Knowledge:

- Thorough knowledge and proven ability to work aloft using mechanical, rope saddle and tools related to the industry;
- General knowledge of the care and management of the urban forest;
- Working knowledge of all applicable health and safety regulations and legislation.

Competencies:

- Physically capable of performing all related tasks including tree planting and working proficiently aloft;
- Excellent organizational, problem-solving, supervisory, communication and leadership skills;
- Strong customer service skills; good written and oral communication skills;
- Ability to work alone and provide leadership in a team environment;
- Ability to work weekends/evenings/be on call as required;
- Valid "G" Driver's Licence
- Driver's Abstract in good standing required to operate Corporation vehicles.

Physical Demands and Working Conditions

- Requirement to travel to various locations;
- May be required to work in and withstand severe cold and adverse weather conditions.