

BANNOCK COUNTY **CLASS SPECIFICATION**

WEED CONTROL SUPERVISOR

Department: Road and Bridge
FLSA Designation: Non-Exempt

Pay Grade: 12
Effective Date: 10/04, 8/09

Purpose of Class

Performs administrative and supervisory functions relating to planning, organizing, and coordinating the County weed control program; performs related work as required.

Primary Function

The primary function of an employee in this class is to plan, organize, coordinate, and supervise the performance of safe herbicide and pesticide applications as defined in Idaho Code. This position includes general supervision of all Weed Control personnel, meeting with County governing boards and Commission, formulating and implementing policy, and educating the public on weed control programs. The work is performed under the supervision of the Road and Bridge Superintendent, although extensive latitude is allowed for independent judgment and initiative. The principal duties of this class are performed outdoors and may include working in adverse weather conditions and hazards involving the use of spraying equipment and hazardous chemicals.

Essential Duties and Responsibilities (will vary by assignment)

- Performs administrative functions of Weed Control including: record keeping, inventory, ordering supplies, billings, and providing information to land owners regarding vegetation management;
- Surveys County properties in search of noxious weeds, including plotting and mapping problem sites and communicating with landowners regarding potential infestations on their property and their responsibility to eradicate the same;
- Develops agreements as needed to achieve cooperative efforts related to weed control programs including working with other agencies to coordinate, control, and obtain necessary permits required by law;
- Determines departmental priorities and makes work assignments;
- Hires, trains, and evaluates personnel in proper application of pesticides and herbicides and caring for equipment;
- Prepares budget requests and program proposals and maintains necessary records;
- Receives and investigates complaints of noxious weeds including identification of problem areas, contacting and informing landowners, scheduling and monitoring control measures, enforcing laws, and initiating sanctions for violations;
- Records and monitors chemical usage, services to property owners, public notices and individual notices, and prepares and submits reports;
- Develops and presents educational programs for the public on weed control;

- Calculates chemical application concentrations and rates per acre and mixes chemicals based on correct proportions for the job;
- Operates motor vehicle with spraying equipment to perform safe application of herbicides and pesticides after assessing environmental and other conditions effecting the job;
- Maintains, calibrates, and performs basic repairs on motorized, mechanical and application equipment;
- Conducts weed treatment and experimental control including collecting specimens of weeds for identification and study and maintaining weed identification records;
- Prepares informational pamphlets and educational materials;
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Supervises weather modification program;
- Performs other related duties as required.

Competency Requirements

Knowledge of:

- Management, supervisory, and training practices, procedures, and objectives;
- Applicable regulations and policies regarding safe work practices, including application of herbicides and pesticides;
- EPA guidelines and regulations;
- County geography and GPS mapping;
- Customer service skills;
- Operation of standard office equipment, personal computer, and GPS mapping equipment;
- Safe operation of basic power and hand tools;
- Basic maintenance procedures on a motor vehicle;
- Safe and correct operation of pesticide application vehicles and equipment.

Ability to:

- Follow written and oral instructions;
- Detect noxious weeds and determine procedure for their control;
- Understand scientific reports regarding weed resistance to herbicides;
- Prepare and monitor Department budget;
- Develop and maintain effective working relationships with County employees, elected and appointed officials, and the public;
- Write technical reports and maintain technical records;
- Operate standard office equipment, a personal computer using program applications appropriate to assigned duties, and GPS mapping equipment;
- Train and supervise personnel in the safe operation of spraying equipment and chemical mixing;
- Operate a motor vehicle, including four wheel drive trucks and ATVs;
- Operate, adjust, and monitor spraying equipment;

- Maintain spraying records, logs, and documentation;
- Operate general shop hand and power tools;
- Operate a personal computer using program applications appropriate to assigned duties;
- Educate public regarding weed control programs;
- Read, interpret, and create road and topographic maps;
- Perform basic mathematical computations in determining percentages for chemical concentrations;
- Work in a potentially hazardous environment;
- Maintain a Idaho Professional Applicators license through recertification;
- Communicate effectively with the public and other employees including in sensitive situations.

Acceptable Experience and Training

- High school diploma or GED equivalency is required and two (2) years advanced education or training in biology, horticulture, or a related field is preferred; and
- Four (4) years related work experience performing herbicide and/or pesticide application is required;
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work;

Special Qualifications

- Idaho Class B CDL drivers license is required;
- Forklift operator certification is required;
- Idaho Professional Applicators License (Laws and Safety, Agricultural Herbicides categories) is required.

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively in person and by telephone;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, labels, and package instructions;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a variety of applicator equipment, power and hand tools, make adjustments to equipment, operate standard office equipment and a personal computer, and operate a motor vehicle;
- Sufficient strength to lift objects in excess of 50 pounds;
- Sufficient body mobility, agility, and flexibility to perform maintenance and applicator operations and perform strenuous activities for extended periods of time in varied weather conditions.