City of Oakland

Arboricultural Inspector

CLASS CODE	AP100	**SALARY**	$48.61 - $59.67 Hourly $8,425.03 - $10,343.18 Monthly $101,100.36 - $124,118.16 Annually
BARGAINING UNIT	UH1 - Local 21 Supervisors	**ESTABLISHED DATE**	June 27, 1996
REVISION DATE	May 21, 2015		

Definition

Under general supervision in the Oakland Public Works Department, performs work involving the inspection and evaluation of trees for maintenance, planting and/or removal; investigates and resolves tree maintenance service requests from the public, City departments, or outside agencies; makes field inspections of hazardous tree reports; assists in daily and weekly scheduling of work units; helps select and train tree maintenance personnel; and performs related duties as assigned.

Distinguishing Characteristics

Arboricultural Inspector is a journey level classification. Incumbents perform a variety of technical tasks involving tree maintenance and hazardous tree inspections. This classification differs from the higher level classifications of Tree Supervisor II who oversees the operations of the Tree Services Unit and Construction Inspector Supervisor who supervises field inspector staff.

The incumbent receives direction from the Tree Supervisor II or the Construction Inspector Supervisor and may exercise lead direction over tree maintenance staff, as needed.

Examples of Duties

Duties may include, but are not limited to, the following:

- Inspect, investigate, and resolve various permits and claims regarding city tree ordinances including tree preservation, view preservation and hazardous tree removal and tree root related damage to sidewalks, sewer lines and laterals, and other underground infrastructures.
- Perform field inspections in response to hazardous tree reports; evaluate problem, determine tree ownership and follow appropriate procedure if abatement is required.
- Prepare and maintain records and reports, including permits, risk assessments and staff reports.
- Investigate and process reports of illegal tree endangerment, destruction or removal; issue written notification of violation to alleged violator and/or property owner.

- Investigate tree-related issues generated by citizen complaints, staff observations, or other City departments; document site visit findings.
- Prepare and distribute work order requests for tree maintenance/removal and sidewalk repairs related to trees to supervisors; observe work in progress; resolve work problems; determine additional needs.
- Review and update procedure or operations manuals.
- Handle complaints and inquiries from the public regarding tree ordinances or hazards; make referrals to appropriate personnel.
- Assist in the development of daily and weekly work schedules and routes for field units.
- Assist in the selection, training and evaluation of tree maintenance staff.
- Respond to calls day or night, seven days a week to abate tree hazards, which threaten public safety; coordinate and assign tree maintenance staff as needed to abate emergency tree hazards.

Minimum Qualifications

Any combination of education and experience that is equivalent to the following minimum qualifications is acceptable.

Education:
High school diploma or equivalent, plus 12 college units in forestry, horticulture, arboriculture, botany, or closely related field. College level coursework in supervision is highly desirable.

OR

A Bachelor's degree from an accredited college or university in arboriculture, horticulture, forestry, botany or closely related field may be substituted for two years of work experience.

Experience:
Five years of experience working as an arborist, including one year of experience inspecting trees to determine hazardous conditions or trimming needs. One year of experience as a team leader in the care and maintenance of trees is highly desirable.

Knowledge and Abilities

Knowledge of:

- Arboricultural methods and practices pertaining to urban forestry.
- Methods, tools and equipment used in pruning, trimming, planting and removing trees.
- Tree hazards, diseases, species and insects.
- Safety rules, procedures and practices
- American National Standards Institute (ANSI) guidelines and standards for tree care operations.
- Computer systems and applications.
- Rope and saddle tree climbing
- Public contact and community relations.
- Report writing and record keeping.
- Principles of training and development.

Ability to:

- Identify hazardous tree conditions.

- Assist in planning, organizing, directing and evaluating an arboricultural program.
- Interpret state and local regulations pertaining to trees in an urban environment.
- Handle stressful and sensitive situations with tact and diplomacy.
- Coordinate functions and activities between the tree section and other departments.
- Communicate effectively in both oral and written form.
- Maintain accurate records; prepare clear concise reports.
- Promote and enforce safe work practices.
- Provide direction and training to assigned staff.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.

License or Certificate / Other Requirements

Possession of a valid California Driver's License, Class C, to be maintained throughout employment with the City of Oakland.

Possession of a valid Certified Arborist certificate from the International Society of Arboriculture (ISA) is required. Must be maintained throughout tenure of employment.

Must be willing to work outdoors, subject to inclement weather.

Must be willing to work irregular days and hours, as needed, for emergency response.

Class History

Revised: 5-21-2015; CSB Reso#: 44766
Established: 6-27-1996; CSB Reso#: 44358