



**CITY OF ROCHESTER HILLS**  
**Human Resources Department**

**NOTICE OF PART-TIME, NON-UNION POSITION VACANCY**

**Classification:** Forestry Ranger/Part-Time  
**Location:** City Wide  
Parks and Forestry Department  
**Rate of Pay:** \$22.08 per hour (no benefits)

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The City of Rochester Hills has one opening for the **part-time** (24 hours per week) position of Forestry Ranger.

**Overview**

This position maintains City trees and performs tasks in support of urban forestry programs and operations. Works regular weekly schedule except as needed for unusual events.

**Essential Duties**

- Performs tree maintenance including pruning; and tree, stump and woody debris removal and disposal.
- Plants, waters, fertilizes, mulches and treats trees.
- Responds to storm damage situations; clears woody debris from streets, pathways and City property.
- Identifies tree pests and cultural problems, making recommendations for and applying treatment.
- Assists with the implementation of pest management programs.
- Assists with inventory of City trees on rights-of-way and City property.
- Enters and retrieves information using various computer programs and applications.
- Assists with administration and issuance of tree permits and facilitates compliance with tree ordinance requirements relating to regulated activities.
- Responds to citizen requests for services, policy information, activities and programs.
- Operates equipment such as: chip truck, pick-up truck, chainsaw, power pole saw, brush chipper, stump grinder, leaf blower, hedge trimmer, soil auger, hand-held tree maintenance tools.
- Cleans, lubricates, and performs preventive maintenance or minor repair on said equipment as appropriate.
- Monitors planting and tree maintenance contractors for compliance with contractual requirement.
- Assists with Arbor Day celebration and other program activities.
- Communicates effectively, both orally and in writing, with the public, contractors, civic groups, City staff and others in the course of duties.
- Complies with safe work standards and practices.
- Performs other duties as assigned.

*This job narrative is for informational purposes only and is not intended to be all-inclusive or limiting relative to specific job duties.*

### **Education & Directly Applicable Experience**

- High School Diploma/GED and four years related experience; or Associate's Degree in Urban Forestry or related field and one year related experience; or Bachelor's Degree in Urban Forestry or related field resulting in the ability to perform the Essential Duties as identified in this position posting.
- Basic computer skills with Word and Excel.
- Current driver's license with acceptable driving record, including no more than four points on record.

### **Other Requirements:**

- Ability to pass DOT requirements including physical examination and drug test.
- Acceptable criminal history.

### **Desirable Requirements:**

ISA Arborist Certification

MDA Pesticide Applicator certification

### **Examination Information**

**Review of Application Materials:** To evaluate minimum qualifications for the position.

**Written Examination:** To evaluate technical knowledge necessary for successful performance in this position (70% passing).

**Skills Demonstration:** To assess ability to perform duties related to this position, including: pruning overhead branches with power pole saw, lifting 50 pounds, rolling tree trunk.

**Oral Evaluation of Qualifications:** To evaluate decision-making/problem solving skills, employment history, communication skills, and other factors related to successful performance in this position.

**Note:** *The above examination information may be modified for this or future postings.*

### **Physical Demands/Work Environment:**

The work requires considerable and strenuous physical exertion such as periods of standing; walking over rough or difficult surfaces; recurring stooping, climbing or walking; recurring lifting of moderately heavy items weighing in excess of 50 pounds. The work may require specific, but common physical characteristics and abilities such as mobility, dexterity and full range of motion. Operates motor vehicle and works outside in all types of weather. The work environment requires a range of safety and other precautions.

*It is the policy of the City of Rochester Hills to hire qualified individuals with limiting conditions in accordance with all applicable state and federal laws. Applicants having a limiting disability requiring some special accommodation to participate in the examination process, as described above, must notify the Human Resources Department of that fact at the time of application, or at least one week prior to test date. Questions relative to this matter should be referred to the Director of Human Resources.*

### **Application Process:**

[City of Rochester Hills Employment Application](#) can be submitted via e-mail, mail, fax or in person. The application form is available on the City's Web page at [www.rochesterhills.org](http://www.rochesterhills.org) or may be obtained from the Human Resources Department, City of Rochester Hills, 1000 Rochester Hills Drive, Rochester Hills, MI 48309. Phone: (248) 656-4708; Fax: (248) 656-4739; E-Mail: [humanresources@rochesterhills.org](mailto:humanresources@rochesterhills.org).

**Due to security risks, the City will only accept DOCX and PDF file formats.**

**Application Deadline:** Open Until Filled

**EQUAL OPPORTUNITY EMPLOYER**