

# Sevier County Job Description



<b>Title:</b> Weed Control Supervisor	<b>Department:</b> Weed Control
<b>Grade:</b> 16	<b>FLSA Status:</b> Non-Exempt
<b>Job Code:</b> 825	<b>Effective Date:</b> 01/12 (Last Revised 06/19)

## GENERAL PURPOSE

Performs a variety of **field supervisory and journey level operator duties** related to coordinating and carrying out the county-wide noxious weed control program as established by county ordinance and/or state statute.

## SUPERVISION RECEIVED

Works under general direction from the Sevier County Commission and general supervision of the County Executive.

## SUPERVISION EXERCISED

Provides close to general supervision to Weed Sprayer(s) and seasonal laborer(s).

## ESSENTIAL FUNCTIONS

- Meets with county governing boards, commission and department head, receives program guidelines and policy interpretations;
- Attends relevant county and public meetings and informs the public of county weed abatement and programs;
- Establishes working relationships with steering federal agencies, i.e., forest service, BLM, etc.;
- Serves as member of local steering committee to implement and coordinate control operations;
- Manages department administrative functions and staffing operations;
- Develops and recommends operating budget and monitors spending activity to ensure compliance with budget constraints;
- Pursues alternative funding by applying for state and federal grants and ensures compliance and reporting according to grant requirements;
- Manages departmental purchasing needs, i.e., chemicals, equipment, etc.;
- Initiates hiring processes through county HR department and participates in employee selection;
- Trains and instructs subordinates in the proper use and maintenance of herbicides, pesticides, and spraying equipment;
- Monitors performance and makes recommendations affecting employment status, i.e., retention, advancement and termination;
- Develops and organizes educational programs on weed prevention, weed identification, and chemical control;
- Develops inter-local agreements as needed to achieve cooperative efforts related to the control of weeds;
- Works with other agencies to coordinate, control, and obtain necessary permits required by law;
- Determines departmental priorities and schedules and monitors operation of county spray projects on public and private land;
- Publishes public notices and serves individual notices on owners of weed infested land who are delinquent to control the weeds;
- Investigates complaints and surveys county properties, public and private, for infestations of noxious weeds and identifies exotic noxious weeds;
- Estimates size of fields and provides estimates for cost of spraying services;
- Identifies the variety of weed and the most effective herbicide to be used in its control;
- Enforces various laws governing the programs;
- Initiates sanctions for violations of laws and regulations;
- Supervises the operation, maintenance, and repair of chemical sprayers;
- Designs, installs, and maintains chemical storage units;
- Monitors all chemical usage to establish on-going record and history to minimize liability and risk;
- Performs journey level spraying and field spraying operations as needed;
- Conducts weed treatment and experimental control measures;
- Collects data on weed specimens and enters field information into GPS mapping system;
- Operates personal computer as needed to log and record data and generate reports and records;
- Submits reports to various federal, state and local agencies.

## MINIMUM QUALIFICATIONS

### 1. **Education and Experience:**

Graduation from high school or equivalent; plus, one (1) year of specialized training related to above duties and four (4) years of experience in weed control or similar work providing knowledge of herbicides, chemicals, and combinations of chemicals for effective weed control.

\*An equivalent combination of education and experience may be considered.

**2. Knowledge, Skills and Abilities:**

**Considerable knowledge of**

- The types of weeds present in Sevier County;
- The types of herbicides most effective on the varieties of weeds and the methods most effective in spraying for their control;
- Federal, state and local noxious weed laws and appropriate city and county ordinances (ASCS, SCS, CRP, etc.) and the procedures described therein;
- Environmental issues and regulations (state & federal); EPA regulations and guidelines.

**Some knowledge of**

- Principles of supervision.

**Skill in**

- The operation of computerized spraying equipment.

**Ability to**

- Detect various weeds and determine the procedure for their control;
- Understand scientific reports relating to weeds resistance to herbicides, supervise subordinates and to direct work performed by employees in order to maximize weed control services;
- Perform simple bookkeeping and maintain department records as required;
- Develop effective working relationships with elected officials and the public;
- Communicate effectively verbally and in writing;
- Operate motorized vehicles, ATV's and equipment.

**3. Special Qualifications:**

- Must possess and maintain a valid Utah State Driver's License.
- Must possess a non-commercial applicators license (categories: agricultural, right-of-way, public health).
- Must maintain current licenses through recertification.
- Resident of Sevier County.

**4. Work Environment:**

- Tasks require variety of physical activities, occasionally involving muscular strain, such as walking, standing, stooping, sitting, reaching, and lifting up to 50 pounds.
- Talking, hearing and seeing essential to the safe performance of required duties.
- Mental application utilizes memory for details, emotional stability and discriminating thinking.
- Regular exposure to toxic or hazardous chemicals and materials.
- Frequent travel required in course of performing portions of job functions.



**Disclaimer:** The above statements describe the general nature, level, and type of work performed by the employee(s) assigned to this classification. This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I \_\_\_\_\_ have reviewed the above job description. Date: \_\_\_\_\_  
(Employee)

I have reviewed this job description with the employee: \_\_\_\_\_ Date: \_\_\_\_\_  
(Supervisor Signature)