

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

TREE PRUNER

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Admin. Code, for making classification decisions relative to present and future positions that perform tree and shrubbery maintenance work at a state facility. This classification specification is not intended to identify every duty that may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; license or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses positions that perform semi-skilled tree and shrubbery maintenance work at a state facility.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions that spend a majority of time (more than 50%) performing labor intensive duties and are more appropriately classified as Laborer.
2. Positions that spend a majority of time (more than 50%) performing gardening duties and are more appropriately classified as Gardener.
3. Positions that spend a majority of time maintaining grounds of a building or complex and are more appropriately classified as Groundskeeper or Grounds Crew Lead.
4. Positions that do not spend a majority of time performing Tree Pruner duties.
5. Positions that meet the statutory definition(s) of supervisor, management, and/or professional as defined in s. 111.81(19), (13), and (15), Wis. Stats., as administered and interpreted by the Wisconsin Employment Relations Commission.

6. All other positions that are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees enter this classification by competitive examination.

II. DEFINITION

This is specialized and semi-skilled work related to the care of trees and shrubs. Positions allocated to this classification are responsible for the cultivation and maintenance of trees and shrubs located on the grounds of a state facility. Positions also perform other groundskeeping work to support the overall groundskeeping operation of a state facility, but not for a majority of time. Work is performed under general supervision.

Examples of work performed:

- Examine trees and shrubs to determine the general health of plants.
- Diagnose problems and implement appropriate chemical or cultural practices to remedy condition.
- Cut away and dispose of damaged, dying, and dead wood.
- Remove and dispose of diseased wood in accordance with silvicultural practices to avoid the spread of disease to other plants.
- Clean and treat wounds using protective compounds and aseptic techniques.
- Prune woody plants for shape relative to species and/or location.
- Shear deciduous and evergreen hedges.
- Mulch tree bases and shrubbery beds to eliminate weeds and protect tree trunks.
- Excavate planting sites with power equipment and/or hand tools and amend soil.
- Install new woody plants, and wrap and secure young trees with stake or guy wires.
- Cable and/or guy weak branches of mature trees.
- Maintain nursery stock.
- Climb trees using climbing hooks and belts, and/or climb ladders to gain access to work area.
- Use and operate a variety of equipment used in tree and shrubbery maintenance, such as hand and chain saws, pruning hooks, shears, long-handled clippers, hydraulic chemical sprayers, brush chippers, tree spades, backhoes, and dump and pickup trucks.
- Inspect, clean, and perform routine maintenance on equipment used for tree and shrubbery maintenance.
- Maintain records of tree and shrubbery maintenance activities.
- Assist other groundskeeping staff with snow removal and other groundskeeping projects, as requested.
- Perform other duties as assigned by the Supervisor.
- May direct limited term employees, student workers, inmates, and/or other workers assisting with tree and shrubbery maintenance work.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification was created in 1994 as a Tree Pruner and modified effective May 18, 2003 and announced in Bulletin MRS-SC-153 as part of implementation of the Blue Collar Survey.

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