APPROVED C.S.C MINUTES 5/10/13 lm

ANNOUNCEMENT NO. 45

ARBORIST I

(OPEN)

Public notice is hereby given by the Civil Service Commission of Cleveland, Ohio of an Open examination for the above mentioned classification.

SALARY

The prevailing salary range for this position as established by Ordinance of the Council of the City of Cleveland is **\$17.80** - **\$19.80**per Hour.

FILING OF APPLICATION

Application must be made on the regular application form available online or at the Office of the Civil Service Commission, 601 Lakeside Avenue, Room 119. No other form will be accepted. APPLICATIONS WILL BE AVAILABLE FOR <u>PICK UP</u> IN THE CIVIL SERVICE OFFICE TO <u>APPLY</u> TO TAKE THE CIVIL SERVICE EXAMINATION — APPLICATIONS WILL BE AVAILABLE FROM 8:30 A.M. ON FRIDAY, MAY 24, 2013 UNTIL 4:30 P.M. ON FRIDAY, MAY 31, 2013.

NOTE: APPLICATIONS WILL NOT BE ACCEPTED AFTER 4:30 P.M. ON FRIDAY, MAY 31,

2013

THE CIVIL SERVICE COMMISSION'S POLICY IS THAT NO LATE FILING WILL BE ALLOWED.

EXAMINATION INFORMATION

TYPE: WRITTEN EXAMINATION Candidates will be notified by U.S. Mail of the time, date, and

place of the examination.

DUTIES OF THE POSITION

Under supervision, performs skilled arboricultural work including planting, pruning, and removing trees. Removes dead and dangerous trees and tree stumps from City rights-of-way, parks, and public properties. Trims, prunes, and otherwise maintains street and public trees. Plants trees by digging holes with shovel or auger. Uses chain saws, pole saws, and hand tools to cut and trim trees. Operates chipper and stump grinder. Cleans work area. Irrigates, cultivates, sprays, and fertilizes trees. Performs emergency duties during and after storms to remove trees and branches from streets. Performs general, basic maintenance on equipment and vehicles. Substitutes for Arborist II as needed. Performs other job-related duties as required. Follows all operations and safety policies and safe work practices. Attends and participates in operations and safety training classes and demonstrates competence (demonstration of competence may be determined by exam.) Wears and properly utilizes safety equipment in accordance with Divisional policy at all times.

MINIMUM QUALIFICATIONS FOR ENTRANCE TO THIS EXAMINATION AS ESTABLISHED BY THE CIVIL SERVICE COMMISSION OF THE CITY OF CLEVELAND ARE AS FOLLOWS:

A High School diploma or G.E.D. is required. Two (2) years of experience in Aboriculture or a closely related field is required. Must be able to lift and carry a minimum of 30 lbs.

NOTE: Applicants will be required to pay a \$10.00 (TEN DOLLARS) filing fee. Applicants who are currently employed in this

position with the City of Cleveland are exempt. However, that when an applicant is disqualified from taking an examination on the basis of age, education or failure to meet other minimum entrance requirements, the fee paid by such applicant shall be refunded to such applicant upon the applicant's request in writing made within ten (10) days after the date of examination. Any applicant who can provide proof of unemployment, public assistance, or indigence is exempt from the filing fee. Any applicant who can provide proof of unemployment, public assistance,

or indigence is exempt from the filing fee. A copy of such proof must be included with the application.

NOTE: Applications must be returned in person. All copies of diplomas, licenses, certificates, and resumes must be

presented at the time of filing. Applications may not be accepted if copies are not submitted with application at

time of filing.

NOTE: Any applicant who resigns or is dismissed from employment with the City of Cleveland will have his/her name

removed from the eligible list.

AN EQUAL OPPORTUNITY EMPLOYER