

WESTERN MICHIGAN UNIVERSITY

TITLE: Landscape Construction Tradesperson

GRADE: M - 6

FUNCTIONS:

This position provides craftsman level labor, working with tools to install, construct, repair, replace, overhaul, design, and perform preventive maintenance on landscape hardware. The incumbent organizes and schedules assigned work crews so as to efficiently manage the materials and work-hours required for proper completion of work. The incumbent will also instruct and train others.

Make decisions and solve problems by analyzing information and evaluating results to choose the best solution. Troubleshoots to determine causes of errors and decides on an option to remedy. Considers the relative costs and benefits of potential actions and chooses the most appropriate option.

Develop objectives and strategies to establish specific actions to achieve them. Documents and records information for reference. Monitors processes and materials to review information from materials, events, or the environment, to detect or assess problems. Thinks critically and creatively by developing, designing, and using logic with reasoning to identify the strengths and weaknesses of alternative solutions to come up with conclusions or approaches to problems. Interprets the meaning of information by explaining what it means and how it can be used.

Guides, directs, and motivates co-workers by setting performance standards. Communicates with supervisors, peers, and co-workers by providing information via telephone, written form, e-mail, or in person. Is able to establish interpersonal relationships with crew by developing constructive and cooperative working relationships. Is able to negotiate complaints and conflicts through active listening to what others are saying by taking time to understand the points being made and asking questions. Also, by active learning to understand the implications of new information to problem-solve and make an educated decision.

As appropriate, the incumbent will participate in the technical training of an apprentice as well as working with sub-contractors and vendors. The incumbent also determines inventory requirements for supplies and materials and notifies supervisory personnel when (re)ordering is necessary. It is also imperative that in the off-season months continuing education classes are attended to keep up on the most recent advances in landscape technology. This position may operate heavy and light equipment required to install, maintain, and repair landscape grounds. The incumbent may operate air compressors and jack hammers to remove damaged or deteriorated cement and concrete and thus use any necessary tool when constructing finishing materials as needed for repairs.

In addition to this position the incumbent may operate trucks with gross vehicle weights exceeding 26,001 lbs. with air brakes, forklifts, front-end loaders, backhoes, tractors with a variety of attachments, snowplows; tailgate trucks, and skid loaders with attachments. The incumbent will assist in snow removal with a shift in work time during winter months. During winter months, the incumbent operates snow removal equipment to remove snow anywhere on University property. These activities may be performed by heavy and/or light equipment, or done by hand.

The incumbent uses equipment to prepare sections of ground for planting and/or seeding, to excavate flower, shrub beds, and tree wells. The incumbent will also excavate and grade sites for construction of

landscape forms and other small structures: to form grade for drainage areas; to remove snow and ice from University property. The incumbent creates bases and installs memorial plaques at designated campus locations and may install banners/flags.

In addition to operating and maintaining equipment, this position may maintain grounds, trees, shrubs, flower beds, other plantings, landscape forms, and vehicle and pedestrian access ways throughout campus. The incumbent may remove trash, and debris from grounds, walkways, parking lots and structures, external receptacles and other surfaces and structures. The incumbent may perform miscellaneous daily maintenance tasks of campus grounds.

The incumbent organizes assigned work so as to minimize the materials and work-hours required for proper completion of the work, and instructs others in the operation and maintenance of tools and equipment. As appropriate, the incumbent may participate in the technical training of an apprentice. The incumbent determines inventory requirements for supplies and materials, and notifies supervisory personnel when (re)ordering is necessary. This position maintains the work area, all tools, all equipment, all supplies and assigned vehicles in a neat, clean and orderly condition and performs all work in accordance with established safety practices. The incumbent must wear MIOSHA approved safety shoes at all times and must wear a hard hat and safety glasses when operating equipment and power tools. Ear plugs are required when operating equipment producing noise levels exceeding MIOSHA standards. Other protective gear must be worn when appropriate. The incumbent must wear University uniform. This position performs additional duties as requested by supervisory personnel.

QUALIFICATIONS:

The incumbent must be able to read and comprehend written instructions and safety regulations governing the performance of job duties, and must have sufficient writing and mathematical ability to prepare estimates and supply requests. The incumbent must be able to interpret complex blueprints, diagrams, written specifications and operating instructions. Completion of a registered apprenticeship program or an established certified training program recognized by the University and written verification of a minimum of five (5) years professional experience in landscape construction / installation work is required. Possession of a valid Michigan commercial driver's license (CDL) with endorsement "A", air brakes, is required, as is possession of a forklift operator's permit.

Interested candidates must have minimum of 5 years of experience dealing with the following:

Directing and assisting in setting up and pouring a bed. Assisting in preparations for set up. Directing as needed to ensure correct location of straight rebars, bent rebars, plates, steel strand, and other materials. Check to see that all form work has been placed correctly. Assists in placement of cutbacks, block outs, form liner, and other special forming. Assists in stripping bed, cleaning, oiling, placing bulkheads, plates, rebars, etc. Checks layout of bed to ensure accurate set up. Assists during strip and clean, set up, and pour milestones. Ensures that wet finishes are applied according to requirements. Directs and assists in driving screed across bed to level concrete as other employees rake or shovel concrete. Perform miscellaneous duties as requested by supervisory personnel.

In order to perform the essential functions of the job, the incumbent must be able to lift 100 lbs. dead weight to/from a height of 36 inches to fill sand blasters. The incumbent must be able to lift 50 lb. bags of grass seed to a height of 4 feet to load seeders. The incumbent must be able to exert 100 lbs. of pressure to hydraulic couplers to engage/disengage attachments/equipment. The incumbent must be able to lift 50 lb. bags of sand and salt to a height of 5 feet in order to fill sand and salt spreaders. The incumbent must be able to exert 80 lbs. of force horizontally, vertically, and obliquely in order to pull-start equipment. The incumbent must be able to lift shovels filled with sand, slush and other debris, with total weight of 20

lbs., to shoulder height as many as 100 times per day to clean out sand truck beds. The incumbent must be able to lift 80 lb. blocks up to 400 times per day in the construction of retaining walls and patio. Full range of motion in all major joint structures is required for operating equipment and for lifting, carrying and operating hand-held power tools and manual equipment. The incumbent must be able to use ladders for climbing up and down to a height of 20 feet. The incumbent must be able to climb up and down from heights up to 48 inches as often as 50 times per day in order to enter/exit from truck, tractor and backhoe cabs, and must be able to enter and maneuver in restricted spaces in order to enter cabs and operate vehicles and attached equipment. The incumbent must be able to open engine housings and exert 30 lbs. of force or more for inspections. The incumbent must be able to bend, flex, extend, and rotate the shoulder, elbow, and wrist joints constantly and repeatedly while operating vehicles and equipment. The incumbent must also be able to bend, flex, extend and rotate the hip, knee, and ankle joints constantly and repeatedly in order to operate clutches, accelerators, brakes, foot-controlled steering mechanisms, and other vehicle/equipment pedals. In order to operate tractors and trucks with snow plows, sand trucks with belly blades and skid loaders with buckets and backhoe attachments, the incumbent must be able to use both hands and both feet simultaneously to operate steering mechanisms, vehicle controls and levers operating attachments. Full use of both hands is required to properly operate the high-ranger (man-lift) truck without jarring the occupant of the bucket, and to operate the lift device while riding in the bucket. Excellent manual dexterity is required to operate, adjust timing mechanisms in, and splice wires in the electromechanical controllers in irrigation systems. The incumbent must be able to descend to, and rise from, a kneeling and a prone position as often as 20 - 30 times per day in order to access irrigation system components and to perform other grounds construction and maintenance work. The incumbent must be able to work below ground from a kneeling or prone position to perform the functions of the job. The incumbent must also be able to enter, exit, and work in confined spaces, such as manholes and irrigation meter vaults.

In order to obtain a valid Michigan commercial driver's license, the incumbent must possess 20/40 vision with or without corrective lenses. The incumbent must possess sufficient visual acuity with or without corrective lenses to visually inspect vehicles, engines, and equipment and to accurately align vehicles with couplers/hitches on equipment to be attached to vehicles. The incumbent must be able to identify debris and other road/ground hazards while operating vehicles and equipment. The incumbent must possess sufficient auditory acuity, with or without accommodation, to hear vehicle warning sounds signaling that vehicles/equipment are operating/moving in reverse. The incumbent must be able to tolerate, with some type of hearing protection, exposure to noise levels of 90 decibels.

The incumbent must be able to tolerate exposure to extreme temperatures ranging from -25° F to 120° F, depending on seasonal work assignments. The incumbent must be able to tolerate exposure to dust, dirt, pollen, grass and grass clippings, fertilizers, weed killers and other lawn care chemicals, as well as to road salt, sand and icemelt. The incumbent must be able to tolerate exposure to gasoline, diesel fuel, motor oil, other lubricants, antifreeze, hydraulic fluid and other petrochemicals. The incumbent must be able to tolerate prolonged exposure to sunlight.

A physical examination administered by the employer's designated physician is required to determine the incumbent's ability to perform the essential functions of the job without accommodation.