

Caltrans Landscape Specialist Series

California State Personnel Board Specification

Series established July 22, 1981

Scope

This series specification describes two levels in the Department of Transportation that provide staff advice on all phases of landscaping.

Caltrans Landscape Specialist Series Specification - Class Titles and Codes

Schem Code	Class Code	Class
PE75	6288	Caltrans Landscape Specialist
PE80	6289	Caltrans Landscape Program Administrator

Definition of Levels

Caltrans Landscape Specialist

In a District Office, incumbents act as a staff advisor to or representative of the District maintenance engineer on all matters related to landscaping; and to do other related work.

Caltrans Landscape Program Administrator

In Headquarters, incumbents act as staff advisors having statewide responsibility for litter pickup, roadside maintenance of planted areas, roadside rests, roadside maintenance of nondeveloped right of way and pesticide research and use; and to do other related work.

Minimum Qualifications

All Levels:

Possession of a valid Agricultural Pest Control Adviser license issued by the California Environmental Protection Agency (CAL-EPA) covering the following categories: control of insects, mites and other invertebrates; control of vertebrate pests; control of weeds; regulation of plant growth. Must be registered with the county agricultural commissioner. (Possession of the license and registration with the county agricultural commissioner are not required to compete in the examination, but they must be obtained prior to appointment.)

Caltrans Landscape Specialist

Either I

Two years of experience in the California State Department of Transportation performing maintenance or construction duties in a maintenance function in a class comparable to Caltrans Maintenance Supervisor with responsibility for at least one landscape maintenance crew.

Or II

Four years of broad experience in landscaping and grounds maintenance, tree maintenance or chemical vegetation control work, two years of which shall have been as a supervisor responsible for planning and directing the work of three or more supervised crews.

Caltrans Landscape Program Administrator

Either I

One year of experience in the California state service performing the duties of a Caltrans Landscape Specialist.

Or II

Three years of experience being responsible for a large vegetation control program in a private, public or military setting, in charge of the staffing, organizing and management of eight or more supervised landscape maintenance crews for a major landscape maintenance program including spray and tree-trimming crews with responsibility for writing all pesticide recommendations, reporting usage, providing pesticide use and management training, tree worker aerial rescue and landscape maintenance training.

Knowledge and Abilities

All Levels:

Knowledge of: Modern methods of propagating, planting, cultivating, and caring for trees, shrubs, flowers and various types of ground cover used in highway beautification or erosion

control; landscape construction and maintenance methods and departmental policies governing maintenance of roadside vegetation; materials, equipment, and tools used in landscape maintenance and construction; names and characteristics and care required for trees, shrubs, and various types of ground cover commonly grown in California; plant pests and diseases and the chemical and biological alternatives for their control and eradication; methods, materials and equipment used in chemical vegetation control; principles of staff versus line management; the Department's safety, health, affirmative action and labor relations program objectives; a supervisor's role in safety, health, affirmative action and labor relations program objectives.

Ability to: Read and write English at a level required for successful job performance; lay out long-range landscape maintenance programs; plan, organize, and coordinate roadside fire hazard, chemical vegetation and noxious weed control programs; prepare estimates for landscaping contract work; review and recommend improvements on landscape contract plans; plan and prepare specifications for soil erosion projects; coordinate equipment and personnel needs on a districtwide basis; identify hazardous substances; administer utility trimming and permit inspection work; prepare and consolidate budget estimates; understand and interpret drawings, plans, maps, and layouts; analyze situations accurately and take effective action; dictate correspondence and prepare reports; maintain cooperative relationships with departmental personnel and the public; prepare and conduct training programs; effectively direct the work of others; effectively contribute to the Department's safety, health, affirmative action and labor relations program objectives.

Class History

Caltrans Landscape Specialist Series History - Dates Established, Revised, and Title Changed

Class	Date Established	Date Revised	Title Changed
Caltrans Landscape Specialist	11/17/1966	03/21/1995	10/01/1982
Caltrans Landscape Program Administrator	09/11/1953	03/21/1995	10/01/1982