

POST & BID POSITION ANNOUNCEMENT Bargaining Units 1, 4 and 11

1. Reference #: PARF 11-6-233 2. Position Number: 911-602-1769-918 3. Date of Posting: 11/10/15
4. Classification: Landscape Technician 5. Salary Range: Range A \$3410 - \$4268; Range B \$3908 - \$4893
6. Pay Differentials That Apply To Position: N/A
7. Working Hours Of Position: 8:00 AM to 5:00 PM
8. District/Division: District 11/Maintenance Section: Water Management Geographic Location: San Diego
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.) *Determination for relocation will be made by Hiring Supervisor.*

9. **Specific Qualifications and Requisite Skills Required:** (Attach a separate sheet if additional space is needed.)

- A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):
- B. Technical & Professional Skills & Abilities:
In order to perform the required duties, the Landscape Technician must have a good working knowledge of planting design, irrigation design, plant selection, estimating and calculation procedures, specification writing, construction methods, maintenance and safety issues. The incumbent will have hands-on experience with personal computers and computer-aided drafting. The incumbent is familiar with State policies and procedures as related to landscape architectural projects including project reports, minor contracts, and is familiar with problems involved in contract administration. The incumbent must have the ability to communicate effectively both orally and in writing; analyze situations accurately and take effective action; and prepare correspondence and reports.
- C. License and/or Certification Requirements:
N/A
- D. Physical Abilities to Perform Essential Functions:
The incumbent may be required to sit for long periods of time while using a keyboard and video display terminal. The incumbent may have to drive to various field locations within the District to meet with field staff and to assess and evaluate infrastructure needs and or damages. Due to the sometimes fast-paced workload, the incumbent will have to maintain flexibility in managing time, priorities, and assignments while maintaining mental activities associated with analyses, problem-solving, and reasoning. The incumbent must maintain cooperative working relationships with all, and respond tactfully and professionally.

The incumbent will work in a climate-controlled office under artificial lighting while at their base of operation in the District office. The incumbent will be required to travel and work outdoors as needed, and may be exposed to dirt, noise, water, uneven surfaces, and varying temperatures and weather conditions. The incumbent must use proper safety precautions and procedures at all times. Possession of a valid California driver's license is required to operate a State vehicle.
- E. Other Departmental Requirements:
The incumbent must work effectively while facing impending deadlines and unforeseen obstacles. Must be able to effectively and tactfully deal with various individuals.
- F. Duty Statement/Description of Duties: Under the general supervision of the Senior Landscape Architect/District Water Manager and under general direction of the Landscape Associate/Leadworker, the Landscape Technician assists in the development and production of a broad range of water management task, and is responsible for the timely, accurate and efficient delivery of all assigned work. After two years in this assignment, the incumbent may be rotated to another position within the same classification within the District.

10. Final Date and Time for Receiving Bid: 11/25/15 (C.O.B.)

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

11. Submit Bid to:

Name: Elizabeth Comstock

Address: 4050 Taylor Street San Diego, CA 92110

Telephone Number: 619-688-6950

FAX Number: 619-220-5387

E-mail Address: Elizabeth.Comstock@dot.ca.gov

12. Window period employee must be available for contact (**Unit 1&4 Only**): From: _____ To: _____
(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

13. Expected Reporting Date To Position (**Unit 11 Only**): TBD.
(If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)