



CASCADE COUNTY

Job Vacancy Announcement

Submit all application materials to:
Cascade County Human Resources Department
325 2nd Ave N #108
Great Falls, MT 59401

Applications available at the Cascade County Human Resources Dept., www.cascadecountymt.gov or Job Service.

Position: **Weed and Mosquito Management Field Supervisor**
Department: **Public Works**

Salary: **\$15.98 per hour**
Closing Date: **Open Until Filled**

Education/Experience/Training:

- Minimum of two (2) seasons of progressively responsible weed **or** mosquito control experience or similar work providing knowledge of herbicides, pesticides, chemicals and combinations of chemicals for weed **or** mosquito control.

Certifications:

- Valid Driver's License issued by the State of Montana.
- Obtain an MDA Pesticide Applicators License within three (3) months of hire in both Mosquito Abatement and Weed Right-of-Way categories and maintain such Licensure.

JOB SUMMARY

Under the direction of the Cascade County Public Works (PW) Weed & Mosquito Management Division Manager (Division Manager), the PW Weed & Mosquito Management Field Supervisor (Field Supervisor) performs highly skilled administrative, supervisory and technical duties in assisting the Division Manager in the supervision, planning, coordination, prioritization, assignment, performance and review of the Division's field operations in both weed and mosquito identification, suppression, control and surveillance and other related programs for and within Cascade County and performs other related duties as required or assigned.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

Under the direction of the Division Manager, supervises, monitors, trains and works with the Division's seasonal employees in the field in the suppression of noxious weeds and control of vector and nuisance mosquito species; Reviews and works with seasonal employees on all inspection and application records prior to submittal; Participates in the identification and control of noxious weeds using Integrated Weed Management (IWM) principles; Participates in the identification and control of vector and nuisance mosquito species using Integrated Mosquito Management (IMM) principles; Operates automatic and standard transmission vehicles, four wheel drive vehicles and all-terrain vehicles (ATV's); Operates spray equipment mounted to trucks and ATV's, motor driven sprayers, ultra-low volume (ULV) sprayers, backpack blowers and sprayers and handheld pesticide application equipment; Participates in and ensures the safe practice of mixing and applying weed control herbicides and mosquito control pesticides; Practices accurate and complete record keeping of all inspections and chemical applications to ensure compliance with chemical label specifications and Division policies; Maximizes use of geographical positioning systems (GPS) equipment and computer programs to improve efficiency and management of operations, with good basic computer and GPS knowledge and skills; Keeps Division Manager informed of personnel issues regarding Division's seasonal employees and Division's vehicle/equipment maintenance needs; Makes recommendations for improvement and under the direction of the Division Manager implements programs, standards, procedures and schedules; Provides input for the establishment of training programs to alleviate deficiencies and increase mechanical skill and conducts those trainings as needed; Creates and maintains a high performance environment characterized by positive leadership and work ethic and strong team orientation; Assists the Division Manager in evaluating performance of seasonal personnel; Maintains an organized, safe and healthy work environment in vehicles, chemical building, and work sites, ensuring strict compliance with all safety, security, cleanliness, environmental and Occupational Safety and Health Administration (OSHA) regulations; Practices and encourages work place safety and adheres to State and Federal regulations; Assists in developing plans and schedules to meet unexpected situations and new developments; Attends training meetings and maintains a current Montana Department of Agriculture (MDA) pesticide application license including the Mosquito Abatement and Weed Right-of-Way categories; Performs other related duties and required or assigned.

Knowledge and understanding of:

Principles, techniques and practices of noxious weed control; Supervisory principles, techniques and practices; Principles, techniques and practices of mosquito vector and nuisance control; Federal, state, county and local noxious weed laws, rules and regulations, Environmental issues and regulations; Safety and security rules, procedures and practices and OSHA regulations; County/PW policies, rules, standards and guidelines; Customer service; Basic statistics and mathematical calculations; English usage, spelling, grammar, and punctuation; Basic computer and data entry; A basic knowledge of geographic information systems (GIS) and the use of GPS.

Skills in:

Supervisory principles, techniques and practices; Educating and encouraging Division employees to follow established practices and procedures to accomplish work objectives; Customer service; Professional and effective communication, both verbally and in writing; Basic statistics and mathematical calculations; Basic computer and data entry; Use of GIS, GPS and other mapping software;

Ability to:

Detect and identify noxious weeds; Determine appropriate procedure for noxious weed and mosquito control; Operate specialized chemical application equipment; Traverse a wide range of physical conditions, including but not limited to, walking long distances, steep and challenging terrain, muddy, wet and slippery footing. May need to bend, twist, crawl, balance, push, pull, perform simple grasping, power grip, squat/crouch, kneel, reach and climb; Lift items of various weight up to fifty (50) pounds; Keep and maintain accurate and correct records by preparing accurate and reliable reports containing findings, recommendations and technical documentation; Establish professional and effective working relationships with staff, including Division Manager, fellow supervisors, temporary summer employees, and the public; Communicate professionally and effectively with others in both technical and non-technical terms; Provide excellent customer service; Evaluate Division resources as needed to meet Division operational needs; Organize tasks and work environment to maximize efficiency; Use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions; Quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology; Meet challenges with resourcefulness through original thinking and creativity. Identify, analyze, and address problems and trends in a timely, efficient and equitable manner; Adapt to interruptions, equipment failures, unusual demands or changing priorities; Handle and maintain the confidentiality of sensitive information; Work outside normal hours as required or assigned; Obtain and maintain an MDA Pesticide Applicators License; Input, read, analyze and effectively work with ESRI, ArcGIS and ArcPad software programs.

The successful applicant shall serve a 6-month probationary period and will have a criminal background check conducted. The results thereof may disqualify the applicant from consideration for employment with the County.

Notice to Applicants: Applicants who are claiming Veteran's or Handicap Preference must provide a DD-214 Discharge Document (Part 4) or DPHHS Handicap Certification and Employment Preference Form with their application for employment so Cascade County may apply the preference during the selection process.

Cascade County makes reasonable accommodations for any known disability that may interfere with the applicant's ability to compete in the recruitment and selection process or an employee's ability to perform the essential duties of the job. For Cascade County to consider such arrangements, the applicants must make known any needed accommodations.

CASCADE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER