THE CITY OF ST. CLAIRSVILLE

An Equal Opportunity Employer

POSITION DESCRIPTION

Employee Name:		**Position Title:**	Groundsman
Class Number:		**Class Title:**	
Dept./Div.:	Electric	**Employment Status:**	Full-time
Reports to:	Superintendent Electric Dept.	**FLSA Status; Pay:**	Non-exempt
Normal Hours:		**Civil Service Status:**	Classified/Bargaining Unit

GENERAL DESCRIPTION:

Under general supervision, vegetation management duties for the City's Electric Department include trimming, pruning, and removing trees and vegetation that may interfere with electric lines, equipment, or public rights-of-way. Operates chainsaws, pole saws, aerial lifts, brush chippers, stump grinders, and other related equipment in compliance with OSHA and ANSI Z133 standards for arboricultural operations. Maintains work zones for crew safety, assists with storm response, and supports other ground-based utility maintenance tasks as assigned.

QUALIFICATIONS:

Completion of secondary education or equivalent. Knowledge of safe tree trimming and vegetation clearing techniques in proximity to utility infrastructure. Ability to identify tree species, growth patterns, and hazards related to line clearance. Physical ability to perform strenuous manual labor in all weather conditions. Ability to follow verbal and written instructions, communicate effectively with crew members and supervisors, and work safely around moving equipment and traffic zones.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Valid driver's license and insurability under the City's vehicle policy. Class B or Class A CDL for the State of Ohio **preferred** or ability to obtain within six (6) months. First Aid and CPR certification required within six (6) months of employment. Electrical Hazard Awareness Program (EHAP) certification preferred; required if performing work within the minimum approach distance of energized conductors. Line Clearance Tree Trimmer certification is preferred. OSHA 10-Hour or higher safety training for tree care and vegetation management is preferred.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all-inclusive:

Chainsaws, pole saws, pruners, loppers, brush chippers, stump grinders, aerial lifts/bucket trucks (if certified), ropes and rigging equipment, skid steer, utility truck with trailer, and standard office equipment.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

Work is performed outdoors in all weather conditions, including extreme heat, cold, rain, snow, and high winds. Duties involve exposure to inherently hazardous conditions, including Falling tree limbs, debris, and unstable vegetation. Operation of power tools and heavy equipment. Work at heights in aerial lifts or climbing (if trained and authorized). Exposure to loud noise, vibration, dust, pollen, and stinging insects. Working near energized electrical equipment (if trained and authorized) with strict adherence to OSHA 1910.269, ANSI Z133, and applicable utility safety standards. Working near vehicular traffic in public rights-of-way. Lifting, carrying, pushing, or pulling objects up to 100 lbs. Standing, walking, stooping, kneeling, crouching, or crawling on uneven terrain for extended periods.

Note: In accordance with the U.S. Department of Labor's physical demands strength ratings, this is considered heavy work.

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JOB DESCRIPTION AND WORKER CHARACTERISTICS:

JOB DUTIES in order of importance

ESSENTIAL FUNCTIONS OF THE POSITION:

Trim, prune, and remove trees and vegetation to maintain safe clearance from electric lines, streetlights, and public rights-of-way. Operate chainsaws, pole saws, brush chippers, stump grinders, and aerial lifts (if authorized). Clear debris from work sites and ensure safe, organized work zones. Set up and maintain traffic control according to Ohio MUTCD standards. Inspect, clean, and maintain trimming tools and equipment. Assist with storm damage cleanup and emergency response. Participate in safety training and follow all OSHA, ANSI, and City safety protocols. Perform other related duties as assigned by the supervisor.

MINIMUM ACCEPTABLE CHARACTERISTICS: (*indicates developed after employment)

Knowledge of: office practices and procedures; *City/department goals and objectives; *City/department policies and procedures; *workplace safety practices and procedures; utility maintenance; high voltage electricity; electrical principles; electric line maintenance techniques, materials, and equipment; maintenance practices and processes; local geographic area; first aid practices; records management; English grammar and spelling.

Skill in: computer operation; use of modern office equipment; motor vehicle operation; use of maintenance equipment; use of bench and/or power tools; heavy equipment operation.

Ability to: Lift and maneuver tools and materials over 100 pounds; work at heights and on various surfaces. Perform tasks involving standing, crouching, and using both arms overhead. Read and record data; communicate effectively and interpret instructions. Solve problems, determine equipment needs, and perform basic math. Complete documentation, recognize safety warnings, and maintain records. Travel to work sites and be available for emergency work as needed.

POSITIONS DIRECTLY SUPERVISED: None.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed and understand the contents of the position description.

(Signature of Appointing Authority/Designee) (Date)

(Signature of Employee) (Date)

Developed by:
City of St. Clairsville.
St. Clairsville, Ohio 43950

Date Adopted: May 2023
Date Revised: 5.7.2024