

Macon County Conservation District

Job Title: Site Technician
Department: Operations
Reports To: Unit Supervisor
Position Status: Non-exempt
Job Code: 838

Summary:

Under direction of the Unit Supervisor, performs daily maintenance of grounds, facilities, equipment, and vehicles.

Qualifications:

B.S. degree in horticulture, forestry, restoration ecology, parks and recreation, or related course of study and two years' experience in a related position. Expertise in carpentry, electric, plumbing, mechanics, masonry or welding or an equivalent combination of education and work experience.

Current Pesticide Operators License

Valid Illinois Drivers License: CDL-Class A

Current First Aid and CPR certificates

Essential Functions:

Under direction of the Unit Supervisor performs:

1. Maintenance of conservation areas including landscape duties, trail maintenance, roads and parking areas, snow removal, and other improvements.
2. Management of the natural resources, including removal of exotic species which may require use of chainsaws and other power or hand equipment, application of herbicides, and prescribed burning. Planting of desired species to improve the diversity of the habitat.
3. Performs a variety of maintenance and repair activities in facilities including electrical, carpentry, painting, HVAC, and plumbing to maintain the quality of the facilities and a safe environment.
4. Operates a variety of equipment, machinery and hand tools including: trucks, tractors and implements, forestry mower, lifts, sprayers, chain saws, and hand tools to repair, construct and maintain conservation district sites and facilities.

5. Inspects trucks, tractors, and other equipment before use; check grease, oils and add fluids as needed; check belts and hoses; performs minor repairs on equipment and reports major problems to the unit supervisor.
6. Assists in the supervision of seasonal employees and volunteers.
7. Maintains good public relations with park users and other employees and departments. Maintains good communications with others with whom the site technician works.
8. Implements all work assignments in a safe manner by observing safe practices and using appropriate protective equipment. Insures that employees under his/her supervision also practice required safety behaviors.
9. Demonstrates good safety consciousness relative to tasks to be performed and implements safe work practices.
10. Maintains the safety of sites and facilities for use by the public.
11. Assists in creating and maintaining a budget for special projects.
12. Maintains good records of inspections, equipment repair, and others.

Marginal Functions:

1. Serve as crew chief for special projects.
2. May be assigned to estimate jobs and requisition supplies and equipment for projects.
3. Assists Unit Supervisor with budget preparation.

Psychological Considerations:

1. Must work around general population in public areas.
2. Workday may include conflicting demands, time pressures or emergencies.

Physiological Considerations:

1. Must be able to lift up to 50 pounds.
2. Requires a high degree of fine finger or hand dexterity.
3. Requires the ability to stand, walk, climb, stoop, kneel and reach.
4. Good close and distance vision and ability to identify and distinguish colors.

Environmental Considerations:

1. Exposed to various weather conditions including extreme heat, cold, rain, snow and ice.
2. Exposure to loud noises.
3. Indoor environmental conditions of moderate noise level.
4. Occasional hazardous working conditions on construction sites and along roadways.
5. Exposure to herbicides, pesticides and fertilizers.

Cognitive Considerations:

1. Ability to read and interpret documents, write reports and correspondence.
2. Ability to calculate figures and amounts and apply concepts of basic algebra and geometry.
3. Ability to solve practical problems.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.