

**CITY OF PERRY, GEORGIA
JOB ANNOUNCEMENT**

POSITION OPENING: 21-01 **Post Dates:** 7/07/20-7/21/20

Title: Landscape Manager I

Salary Range: \$61,700-\$69,575

Location: City of Perry – Department of Public Works

Term of Appointment: Regular full-time

Probationary Period: 12 months

GENERAL NATURE OF WORK:

Position is responsible for the planning and implementation of landscaping on City properties. Duties include design, selection of plantings, supervising plantings, cemetery operations, monitoring irrigation systems, and training maintenance staff in best management practices.

EXAMPLES OF TASKS

- Recommend and design floral settings.
- Recommend and select appropriate trees and plants for region and urban areas.
- Negotiate and monitor mowing contracts.
- Develop and contract for two (2) plantings of baskets and pots for downtown district.
- Inspect City irrigation system and adjust as needed.
- Monitor City mowing contracts.
- Develop and monitor fertilizing programs for trees, plantings, and yards.
- Develop and monitor tree replant programs.
- Manage Landscape Division staff to include maintenance schedules, work orders, and special projects as assigned.
- Ensure cemetery maintenance, plot marking, grave opening, and interment records are completed correctly and in compliance with City standards and procedures.
- Other tasks as assigned.

KNOWLEDGE OF JOB CLASSIFICATION

- Knowledge of best management practices for tree maintenance, selection and replacement.
- Knowledge of best management practices for regional plantings and yards.
- Knowledge of best management practices for landscaping design and maintenance.
- Knowledge of best management practices for irrigation systems.
- Able to effectively communicate in verbal and written mediums.
- Able to effectively interact with citizens, volunteers, and staff.

SUPERVISORY CONTROL

Reports to Public Works Superintendent. Classified position.

PHYSICAL DEMANDS:

Class E criteria job demand

WORK ENVIRONMENT

Standard office and outdoor tasks.

SUPERVISORY & MANAGEMENT RESPONSIBILITY

Head task groups as assigned. Supervises training classes. Oversees volunteer groups.

MINIMUM QUALIFICATIONS

- Minimum four (4) years of supervising landscaping operations.
- Basic knowledge of best management practices of landscaping maintenance.
- Possession of related degree from accredited college or university desired.
- Ability to effectively communicate training instructions.
- Basic budget preparation and monitoring experience.
- Familiar with regional planting restrictions.
- Basic landscaping design experience.
- Ability to effectively work with volunteer groups.

- Effective written and verbal skills.
- Ability to address public groups.
- Ability to effectively interact with diverse work groups.
- Ability to prepare and monitor contracts.

**THE CITY OF PERRY IS AN EQUAL OPPORTUNITY EMPLOYER & A CERTIFIED DRUG
FREE WORKPLACE**