

**CITY OF POMPANO BEACH  
CLASS DESCRIPTION**

**JOB CODE 610**

**LANDSCAPE INSPECTOR**

**GENERAL**

This is a technical position involving landscape plan review; processing, issuing, and reviewing tree permit and mitigation permits; and enforcing the City code as it relates to landscaping, trees, and related matters. Work is performed within the Zoning Department and under general supervision of the Urban Forester.

**EXAMPLES OF ESSENTIAL DUTIES**

*The examples as listed are descriptions of essential functions and are not necessarily all inclusive. The omission of an essential function of work does not preclude management from assigning duties not listed herein. Assigned duties, which are essential function of work not listed herein, are permissible if such functions are a logical assignment to the position*

- Inspects job sites to insure compliance with the approved landscape plan prior to a certification of occupancy being issued by the Building Department.
- Inspects job sites to insure compliance with the approved landscaping plan prior to a final inspection by the Engineering Division when no building permit was required.
- Prepare/draft minor plans for retroactive-landscape compliance.
- Process Tree Removal Permits; including tree appraisals for mitigation.
- Responsible for tree removal permit inspections for approval and/or final.
- Provide technical assistance to the Public Works Department as needed.
- Assist Code Enforcement Department in Code Compliance/Special Master Hearings as it relates to landscaping.
- Inspects developed sites to insure the landscaping is being properly cared for and maintained.
- Assist public residents with concerns as it relates to landscaping.
- Performs related work as required.

**KNOWLEDGE, SKILLS AND ABILITIES**

- Extensive knowledge of the principles and practices of landscape and arboriculture techniques.
- Comprehensive knowledge of native, non-native, invasive and nuisance trees, shrubs, and plants; including soil composition, irrigation, fertilization, growth patterns, and maintenance.
- Knowledge of diseases and parasites detrimental to trees and appropriate treatments.
- Ability to interpret ordinances.
- Considerable knowledge of municipal ordinances relating to landscaping and beautification.
- Ability to maintain effective working relationships with the public.
- Ability to establish and maintain effective working relationships.

- Ability to serve the public and fellow employees with honesty and integrity in full accord with the letter and spirit of all city ethics and conflicts of interest policies. A strong understanding of ethical behavior is required.
- Ability to establish and maintain effective working relationships with the general public, co-workers, city officials and members of diverse cultural and linguistic backgrounds regardless of race, religion, age, sex, disability or political affiliation.
- Ability to maintain regular and punctual attendance.

### **MINIMUM QUALIFICATIONS**

Associate's degree in landscaping, horticulture, or other appropriate field. Bachelor's degree preferred. Three (3) years experience in municipal landscaping and/or landscape inspections. Must possess ISA Arborist Certification. Must possess LIAF Landscape Inspector's Certification. Possession of a valid, appropriate driver's license and an acceptable driving record.

A comparable amount of training and experience may be substituted for the minimum qualifications.

### **PHYSICAL REQUIREMENTS**

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle, or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment such as, but not limited to, a personal computer, calculator, copier, and fax machine. Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Ability to perform strenuous physical labor. Ability to lift up to 50 lbs.

### **SPECIAL REQUIREMENTS**

Possession of a valid, appropriate driver's license and an acceptable driving record.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

**Rev** 12/16

**Bargaining Unit:** Bargaining

**FLSA:** Non-Exempt

**Pay Grade/Group:** 24/42

**Location:** Development Services Department

**GERS: Regular:** Regular Class