



Position: Urban Landscaping Specialist
Classification: Full-time, Non-Exempt
Reports To: Operations Manager and Executive Director

The El Paso Downtown Management District (DMD) is looking for a highly motivated, organized, outgoing, public service driven individual to work in a highly visible, high energy, ever evolving, downtown environment. The DMD is a quasi-governmental entity and an equal opportunity employer.

Position Description:

The Urban Landscaping Specialist is responsible for, but not limited to, leading an effort individually or with a team of available staff/clients in establishing and maintaining the urban tree canopy and landscaping areas within the Downtown Management District.

Specific roles of the Urban Landscaping Specialist include:

- Supervision and reporting of client participation.
- Supervision of Part-Time and Temporary/ Seasonal help.
- Assist Operations Manager with creation of an Annual Workplan.
- Maintain all tree wells/trees within the district to include:
 - An annual inventory of all Downtown tree wells, trees (including species, size, condition, maintenance needed, location, conflicts with overhead wires, buildings or lighting), and irrigation systems.
 - Regular cleaning of all tree wells.
 - Address trip hazards caused by loose or uneven tree grates. This could include removal of the grate and leveling of well with different materials.
 - Minor Irrigation Systems Maintenance.
 - Tree Trimming and Removal. Minor work will be completed by staff, larger projects will be contracted out.
 - Hand-watering of trees where irrigation does not function or cannot be repaired with minor maintenance.
 - Planting of new trees on an annual basis. Including the organization of community planting activities.
- Maintain various landscaped areas.
- Apply pesticides and chemicals for insect, disease and weed control.
- Monitoring of contractors and contracted services.
- Provides customer service to visitors, businesspeople, merchants and residents of the DMD.
- Communicates with co-workers and Operations Manager via cell phone to report location, assignments and problems.
- Other duties as assigned to include but not limited to training, utilizing mechanized equipment, and working with other DMD employees on specific projects. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position, if the work is similar, related or a logical assignment to the position.

Necessary Skills, Knowledge and Abilities

- Ability to follow instructions.
- Self-motivated, energetic learner and leader.
- Ability to manage and motivate team.
- Strong communication skills, both verbal & written, and listening. Ability to communicate in English and Spanish preferred.
- Strong interpersonal skills and ability to work with groups and the public.
- Required to maintain a clean, neat appearance.
- Ability to communicate effectively in writing.
- Proven ability to exercise self-control when dealing with distraught, disturbed, disabled, irate and intoxicated individuals.
- Must follow ANSI-A300 standard practices in regards to pruning, planting, and other tree and shrub plant management practices.
- Modern methods and techniques of landscape design/maintenance, and pesticide applications.
- Irrigation installation, replacement and repair.

Requirements

- Valid US Driver's License.
- Backflow Prevention Certification (or within 6 months of certification).
- Texas Landscape Irrigation License (or within 6 months of licensure).
- Basic mechanical skills in order to operate and perform basic preventative maintenance and maintenance on equipment.
- Ability to meet physical demands required by the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Ability to work in adverse weather conditions.
- Position will require some evening and weekend hours, with additional requirements to be on call for significant emergencies or major events. Hours may vary occasionally for special events and operations.

Preferred

- Arborist Certification (or within 6 months of certification).
- Non-Commercial Texas Pesticide Applicators License (or within 6 months of licensure).
- Previous management or supervisory experience.

Compensation

- Starting Hourly Pay Range: \$26.44 to \$28.84
- Health Insurance: DMD pays approximately 75% of the monthly individual premium provided by the DMD identified carrier. Employee pays 25% of the monthly individual premium and 100% of any additional chosen dependent coverage. Dental plan is available at 100% cost to the employee.
- Paid vacation, holidays and sick leave.

To Apply:

Submit the Downtown Management District Application for Employment, a cover letter, and an up-to-date resume with reference and salary history, to:

Joe Gudenrath
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