## Auburn University Job Description

**Job Title:** Supt, Landscape Services  
**Job Code:** NC29  
**FLSA status:** Exempt

### Job Summary
Serves as the chief horticulturist for the University and is responsible for the care and maintenance of all plant materials in the University landscape.

### Essential Functions

1. Directs the daily operations of Landscape Services to include horticultural operations, turf-tree-shrub maintenance, landscape design, insect-disease-weed control and all related operations.
2. Plans and directs the efficient work activities of supervisors, arborists, groundskeepers, laborers, equipment operators, temporary or student employees; assigning and monitoring work duties and responsibilities; establishes and modifies work methods, schedules, and priorities.
3. Oversees design, installation and maintenance of irrigation systems.
4. Develops policies and procedures designed to increase the efficiency and effectiveness of Landscape Services operations and address all grounds keeping needs of the University.
5. Oversees landscape issues within the University. Meets with and communicates with appropriate university officials and departmental management team to track implementation of policies and receives specific recommendations and suggestions on departmental operations.
6. Develops, tracks and monitors metrics as related to Landscape Services capabilities and operations.
7. Plans, directs, and coordinates an integrated pest management program to include the application of fertilizers, insecticides, herbicides, fungicides and the implementation of cultural and physical practices that reduce the impact of plant pests.
8. Oversee appropriate training of staff; identifying training needs; developing and implementing training activities.
10. Ensures that all governmental and University safety programs and standards are followed and adhered to.

### Supervisory Responsibility
Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

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The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.
Auburn University Job Description

Minimum Required Education and Experience

<table>
<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree in Horticulture, Agronomy, or Landscape Architecture</td>
<td>Four-year college degree</td>
<td>Degree in Horticulture, Agronomy, or Landscape Architecture</td>
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<tr>
<td>Experience (yrs.)</td>
<td>4</td>
<td>Experience in landscape management</td>
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</tbody>
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Substitutions allowed for Education:
Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:
When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge
Knowledge of horticultural principles and practices, plant biology, and the common and botanical names of plant life.

Certification or Licensure Requirements
- Alabama Ornamental and Turf Pesticide Control Supervisory License (OTPS) or obtain OTPS certification within six months of hire date.
- Setting of Landscape Plants Certification
- Must obtain International Society of Arboriculture Certified Arborist certification within one year of employment
- Valid Driver's License

Physical Requirements/ADA
Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set and revised beyond one’s control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, reaching, talking, hearing, and lifting up to 25 pounds.

Job occasionally requires sitting, climbing or balancing, stooping/kneeling/crouching/crawling, handling objects with hands, and lifting up to 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 5/16/2016