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 maintenance, landscape design, insect, disease, and weed control and related operations.
2. Develops policies and procedures designed to increase the efficiency and effectiveness of departmental operations and address all grounds keeping needs of the University.
3. Oversees landscape issues within the University, including meeting with appropriate university officials to identify areas of concentration and prioritizing existing staff as necessary.
4. Develops and administers departmental budget.
5. Confers with departmental management team to track implementation of policies and receives specific recommendations and suggestions on departmental operations.
6. Plans and directs planting, cultivating, propagating, and care of turf, trees, shrubs, and flowers.
7. Designs and directs the installation of irrigation systems
8. 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.

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.

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.
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Minimum Required Education and Experience

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<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
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<tbody>
<tr>
<td>High School</td>
<td>High School Diploma or equivalent</td>
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<table>
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<tr>
<th>Experience (yrs.)</th>
<th>Focus of Education/Experience</th>
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<tr>
<td>7</td>
<td>Experience in landscape management</td>
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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
Ornamental and Turf Supervisor’s Pesticide License
Ground Manager’s Certification
Setting of Landscape Plants Certification
Valid drivers 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: 1/5/2012