

CITY OF MANTECA

URBAN FORESTRY MAINTENANCE TECHNICIAN TRAINEE

Department: Parks

Bargaining Group: General Services

Effective Date: October 2025

FLSA Status: Non-Exempt

Revision History: N/A

BASIC FUNCTION:

Under the direction of the Parks Operations Supervisor or assigned management, performs entry-level work supporting the City's tree maintenance and urban forestry program through hands-on experience and instruction in the planting, care, maintenance, and removal of trees in City parks, streetscapes, and other public areas.

DISTINGUISHING CHARACTERISTICS:

Trainees perform supportive fieldwork under close supervision while developing the skills and knowledge necessary for advancement. This position is flexibly staffed, and advancement to the Urban Forestry Maintenance Technician level is expected upon successful completion of training, demonstration of proficiency in assigned duties, and meeting the minimum qualifications and requirements for the higher-level classification.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Assist with tree planting, staking, watering, and basic care under close supervision.

Learn and assist with tree pruning, using hand tools such as pole saws and loppers.

Support crews in ground-level work during tree removal and maintenance operations.

Operate and maintain basic tools and equipment under guidance.

Participate in routine tree inspections and data entry using urban forestry software.

Learn about common tree species, tree health, pests, diseases, and basic treatment approaches.

Follow safety protocols, wear required PPE and help set up safe work zones.

Attend the required trainings, workshops, and safety meetings.

Support clean-up, debris hauling, and brush chipping as part of tree maintenance activities.

Respond to public questions courteously or refer inquiries to the appropriate staff.

ATTACHMENT 2

Drive and inspect vehicles and equipment, ensure they are kept in clean, safe operating condition, and report any needed repairs.

Communicate with City personnel and various outside agencies to exchange information and resolve issues or concerns.

Performs other related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Basic principles of urban forestry and tree care.
Proper use and maintenance of tree care tools and equipment.
Safety practices related to tree work and grounds maintenance.
Common tree species and basic plant biology.
Record-keeping techniques.
Proper lifting techniques.

ABILITY TO:

Learn and follow proper pruning, planting, and maintenance techniques.
Follow safety procedures and use tools and equipment correctly.
Communicate effectively and ask questions when unsure.
Work as part of a team and take directions from experienced staff.
Maintain accurate logs and records of work completed.
Perform physical labor outdoors in a variety of weather conditions.
Show initiative in learning new skills and completing assignments.

EDUCATION AND EXPERIENCE:

Any combination equivalent to graduation from high school or GED equivalency.
One year of experience in the maintenance and care of trees, or a related field is preferred but not required.

LICENSES AND OTHER REQUIREMENTS:

Possession of a Valid California Class B commercial driver's license (Within 12 months of appointment).

ATTACHMENT 2

WORKING CONDITIONS:

ENVIRONMENT:

Outdoor work environment.
Seasonal heat and cold or adverse weather conditions.
Exposure to fumes, dust and odors.
Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate hand and power tools and equipment.
Sitting or standing for extended periods of time.
Walking over rough or uneven surfaces.
Seeing to read a variety of materials and perform maintenance and repair duties.
Lifting, carrying, pushing or pulling heavy objects as assigned by position.
Bending at the waist, kneeling or crouching.
Reaching overhead, above the shoulders and horizontally.
Heavy physical labor.
Digging.

HAZARDS:

Working around and with machinery having moving parts.
Hazardous chemicals and fumes