

## The Maryland-National Capital Park and Planning Commission

TITLE: Senior Greenhouse/Nursery Technician GRADE: F CODE: 5424  
SERIES: Horticultural Support DATE: 8/25/09 FLSA: Non-Exempt  
EEOC: Technician

### Class Definition

Under general supervision, workers independently perform skilled technical horticultural work involving moderate responsibility, complexity, and variety. This is the full performance level of horticultural support work. Incumbents in this class perform a variety of functions in support of the overall maintenance and production of plants and crops at a Commission horticultural facility (e.g. nursery, greenhouse, conservatory). Duties performed include technical duties such as pruning, planting, chemical application, irrigation, fertilization, transplanting, staking, and moving and spacing plants.

Employees in this class typically work independently, and receive guidance from supervisors or senior staff workers. Unfamiliar situations or problems are referred to supervisor or higher level technicians. Work is typically reviewed upon completion of assignment, by inspection and observation of results obtained. Performs other duties as assigned.

### Examples of Important Duties

1. Independently performs full range of horticultural support functions: including watering, fertilizing, weeding, transplanting, cleaning, pruning, grooming, moving, and spacing for a variety of plants and crops. Performs plant propagation using various techniques, including seeds, cuttings, grafting, and divisions. Mixes and prepares soil and other growing mediums. Utilizes pot filling machine or other related horticultural tools and equipment to assist with crop planting and growing functions.
2. Maintains gardens, exhibits, and greenhouse areas. Washes pots, sweep floors and cleans production areas. Installs, transplants, and/or removes plants. Performs various horticultural support tasks (i.e. pruning, mulching, seeding, dead heading, weeding, and staking). Assists with unloading and delivery of plants to display area. Selects and prepares plants for display. Installs, transplants, and/or removes plants.
3. Plants bare root and container trees. Operates auger to drill holes; ensures that trees are planted within horticultural guidelines. Performs initial pruning and fertilization, and follows up with irrigation. Prepares trees for orders by pruning and exposing root collars; operates tree spade, transplants as necessary. Loads balled and burlapped trees. Operates skid loader with attachments.
4. Plants and transplants bare root and starter plants for container shrub production programs. Performs watering, fertilization, and pruning functions. Maintains irrigation lines.
5. Designs seasonal flower displays, outdoor gardens, and indoor plant displays for exhibit at Commission facilities. Recommends plant selection and display layout. Installs and maintains plants. Provides regular care, and takes corrective measures to nurse or replace damaged plants.
6. Maintains optimum growing environment. Determines proper cultural practices for desired growth. Identifies ideal greenhouse growing conditions (including temperature control, humidity watering, lighting, sanitation, and fertility). Monitors temperatures and heating and cooling equipment. Maintains appropriate plant

## The Maryland-National Capital Park and Planning Commission

TITLE: Senior Greenhouse/Nursery Technician GRADE: F CODE: 5424  
SERIES: Horticultural Support DATE: 8/25/09 FLSA: Non-Exempt  
EEOC: Technician

### Examples of Important Duties (cont'd.)

- inventory. Assists higher level technicians with implementing plant production schedules.
7. Inspects for insect, weed, or disease infestations. Collects samples; assesses plant damage. Implements corrective actions in support of Integrated Pest Management (IPM) program guidelines. Mixes and applies chemicals including insecticides, fungicides, and herbicides as applicable. Maintains records. Attaches braces and wires to support plants with weak root systems. Removes diseased or damaged specimen, leaves, and flowers. Moves and/or transplants plants based upon environmental and development needs.
  8. Operates trimmers, mowers, tractors, front-end loaders and other light to medium equipment to maintain facility and grounds or prepare greenhouse/nursery areas for planting or irrigation. Closes and opens greenhouses. Assists with building and equipment safety and security compliance.
  9. Responds to visitor inquiries; provides interpretive assistance regarding displays. Enforces facility policies.
  10. May direct and guide activities of other subordinate Horticulture Technicians, seasonal, and volunteer staff. Provides training and technical assistance in horticulture practices and the operation of equipment. May inspect project work.
  11. Maintains records of plants, orders, purchases, plant growth, nutrient/pesticide use, and plant inventories. Researches and evaluates items for greenhouse/nursery purchases. Makes recommendations regarding supplies and materials. Makes purchases under direction. Writes routine reports and prepares purchasing documents.
  12. Performs routine maintenance and repairs of greenhouse, nursery, or facility grounds and related equipment. Performs routine cleaning. Maintains nursery equipment (e.g. mower, tractor, skid loader, front-end loader). Implements safety training standards. Maintains preventative maintenance records.

### Important Worker Characteristics

- A. Good knowledge of: (1) general and specialized horticultural practices and procedures; (2) principles of greenhouse and nursery operations, nursery field production and specialized plant production; (3) planting, grooming, and maintenance practices; (4) plant propagation and irrigation techniques; (5) grounds maintenance; (6) principles and practices of Integrated Pest Management (IPM) and Best Management Practice philosophy; (7) safety; (8) Commission organization, policies, and procedures. \*
- B. Skill in operation of: (1) office equipment, including personal computer and applicable software; (2) greenhouse nursery tools, including hand and power tools; (3) equipment, including mowers\*, tractor with attachments\*, motor vehicles, front-end loader\*, tree spade\*, pesticide equipment/chemical sprayers.

## The Maryland-National Capital Park and Planning Commission

TITLE: Senior Greenhouse/Nursery Technician GRADE: F CODE: 5424  
SERIES: Horticultural Support DATE:8/25/09 FLSA: Non-Exempt  
EEOC: Technician

### Important Worker Characteristics (continued)

C. Ability to (1) apply principles to solve practical problems; (2) identify appropriate chemical, then mixes and applies chemicals; (3) design, install, and troubleshoot irrigation systems; (4) identify common pests, diseases, and weeds; (5) design and install plants and/or crops based upon drawings and design details; (6) read and write routine reports and instructions; (7) interact with the public; (8) lift up to 49 pounds.

\*Developed primarily after employment in this job class.

### Minimum Qualifications

1. Associate of Arts degree in horticulture or related area and one year of progressive greenhouse, nursery experience or horticultural support work, or an equivalent combination of education and experience.
2. Valid driver's license in accordance with both State and Commission rules and regulations. Driver's licenses must be unencumbered by restrictions, revocations, suspensions, or points that could limit the employee's ability to drive Commission vehicles or perform driving duties required of their position.
3. Maryland Department of Agriculture pesticide applicator's certification within six months of appointment.
4. Pass Commission medical examination.
5. Additionally, contingent upon area of assignment, some positions in this class may require Commercial Driver's License with appropriate endorsement upon appointment, or within 6 months.

### Working Conditions

Works in greenhouse and outdoor nursery. Some driving may be required. Exposed to weather, dust, and horticultural chemicals. Personal protective equipment may be required to apply certain chemicals. Work requires constant bending, lifting, and carrying of heavy objects.