

**SARASOTA MANATEE AIRPORT AUTHORITY
JOB OPPORTUNITY ANNOUNCEMENT**



**HORTICULTURAL SPECIALIST
FACILITIES
Full Time, Non-Exempt**

Starting Salary Range: \$31,335 - \$36,035
Salary Grade Range: \$31,335 - \$47,003

Posting Date: 10/27/21
Closing Date: Open Until Filled

Under general supervision of Facilities Supervisor, cares for and maintains the Airport's indoor and outdoor plants and landscaped areas to include maintenance coordination, watering, diagnosing, treating, feeding, and potting. Performs skilled and unskilled landscape maintenance duties. Participates in and oversees various Facilities landscaping projects and repairs.

MINIMUM QUALIFICATIONS: High School Diploma or Vocational School Diploma or GED; One-year landscape experience in a large commercial environment to include a plant and flower maintenance experience or an advanced degree from a college or technical/vocational school in Agronomy, Turf Management, Horticulture, Botany, or related field with a minimum two-year degree.

LICENSES & CERTIFICATIONS: Florida State Limited Pesticide Applicators License or must obtain within 6 months of assuming the position; State of Florida Commercial Application license or must obtain within 6 months of assuming the position.

TO APPLY FOR THIS POSITION, PLEASE FOLLOW THE INSTRUCTIONS LISTED BELOW.

1. Applicants desiring to be considered for this position should apply directly with the Sarasota-Manatee Airport Authority by visiting our website @www.srq-airport.com; or, calling 941-359-2770 ext. 4212.

Return your completed SMAA application to the address shown on the signature page of the application form; OR fax it to 941-359-5024; OR email it to application@srq-airport.com. Only Sarasota Manatee Airport Authority (SMAA) application forms will be accepted.
2. Minimum qualifications must be met by the closing date in order to be considered eligible for the position. Resumes may be submitted as supplements, but cannot be accepted in lieu of an application. Applications and resumes are subject to disclosure under the Florida Sunshine Law.
3. Veterans' Preference documentation, reference names, etc. must be submitted at the time of application. In accordance with the Immigration Reform and Control Act, appropriate identification documents verifying eligibility for employment will be required for the applicant who is hired.
4. The Sarasota Manatee Airport Authority participates in E-Verify. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.
5. Your application will not be considered unless complete answers are provided to all questions on the application.
6. The Airport Authority's Drug-Free Workplace Program requires that applicants take and pass a drug/nicotine test prior to being hired.



**SARASOTA MANATEE AIRPORT AUTHORITY
JOB CLASS SPECIFICATION**

Job Code: 5075
Date Approved: 10/19
Grade: 23

JOB TITLE: Horticultural Specialist
REPORTS TO: Facilities Landscape Supervisor
DEPARTMENT: Facilities
FLSA STATUS: Non-Exempt

JOB SUMMARY

Under general supervision of Facilities Supervisor, cares for and maintains the Airport's indoor and outdoor plants and landscaped areas to include maintenance coordination, watering, diagnosing, treating, feeding, and potting. Performs skilled and unskilled landscape maintenance duties. Participates in and oversees various Facilities landscaping projects and repairs.

JOB RESPONSIBILITIES

Essential Job Responsibilities:

Inspects and diagnoses environmental, pest, and nutritional problems of exterior and interior plants and landscape areas for signs of disease, infestation, poor drainage, or other unacceptable conditions. Recommends corrective actions to the Facilities Landscape Supervisor. Recommendations may include ordering plants or landscape materials, plant placement, grading, filling, sloping, seeding, spraying, root injecting, rotating, and sodding.

Performs activities, which include, but are not limited to mowing, applying pesticides/herbicides/fertilizers, cutting limbs, planting, and other plant, flower, and landscape maintenance tasks.

Treats plants for pests and infections. Determines appropriate hazardous or non-hazardous herbicides and pesticides to be used. Performs, coordinates, and monitors application of hazardous pesticides. Safely disposes of chemical agents used.

Make recommendations to the Facilities Landscape Supervisor regarding display design for entranceways, parking lots, walkways, exterior and interior planters, and individual containers to include selection. Once approved, assists in and coordinates the installation, arrangement, and placement in appropriate areas.

Accepts delivery of plants and landscape materials based on general health and quality. Coordinates the daily patrol of access routes, terminal, and parking areas for debris. Removes and disposes of debris.

Meets with area personnel to discuss ground samples, prevention procedures, and other landscape matters.

Cleans equipment and performs light daily maintenance of equipment. Coordinates the cleaning and maintenance of equipment in accordance with a preventive maintenance program.

Trains subordinates in areas of safety and equipment usage.

Other Related Responsibilities:

Makes recommendations to supervisor regarding the purchase of new equipment.

Performs other related duties as required.

MATERIALS AND EQUIPMENT USED

Water Machine, Lawn Mower, Edger, Pesticide Sprayer, Weed Eater, Pruning Hook, Power Tools, Hand Tools, Pickup Truck, Bucket Truck, Moisture Meter, Pesticide Application Apparatus/Protective Wear, Radio.

QUALIFICATIONS REQUIRED

Where "preferred" is indicated, the qualification is not essential.

Education and Experience:

High School Diploma or Vocational School Diploma or GED.

One-year landscape experience in a large commercial environment to include a plant and flower maintenance experience or an advanced degree from a college or technical/vocational school in Agronomy, Turf Management, Horticulture, Botany, or related field with a minimum two-year degree.

Licenses and Certifications:

Florida State Limited Pesticide Applicators License or must obtain within 6 months of assuming the position.

State of Florida Commercial Application license or must obtain within 6 months of assuming the position.

Knowledge, Skills, and Abilities:

Knowledge of landscape, Horticulture, and Botany principles.

Knowledge of plant and landscape fertilizing products, pruning techniques, and growth stimulants.

Knowledge of various plant species' moisture, nutritional, and environmental needs.

Knowledge of chemical, herbicide, and pesticide application and associated safety precautions.

Knowledge of occupational standards and safety rules and regulations.

Knowledge of landscape, shrub, and tree care practices.

Skill in operating mowers, chain saws, roller, and other small hand and power tools.

Skill in operating heavy mechanical equipment such as dump truck and tractor, **preferred**.

Ability to diagnose plant and landscape diseases and insect infestation and determine treatment.

Ability to arrange, select, and place plants in a pleasing manner. Ability to understand and follow oral and written instructions.

Ability to communicate orally clearly and effectively.

Ability to perform strenuous and routine physical labor.

Ability to frequently lift objects of 25-35 pounds (25-50 times daily), stoop, crouch, and bend repeatedly.

Ability to distinguish shades and colors.

Ability to maintain effective working relationships with superiors, fellow employees, and general public.

Physical Requirements:

The Horticultural Specialist must be diligent in adhering to all work-related safety rules, procedures and regulations and take the precautions necessary to comply with the Airport Authority safety policy. Physical work is continuous.

Mental Requirements:

A Horticultural Specialist must have the mental capacity to perform a variety of responsible and complex maintenance duties, The Horticultural Specialist must develop and maintain effective working relationships with superiors, fellow employees, outside agencies and the general public.

Environmental Requirements:

The Horticultural Specialist spends majority of time outdoors

Summary Clause:

The duties and responsibilities listed in this job class specification are intended only as illustrations of the various duties to be performed and are not all inclusive. The omission of other specific duties does not exclude them from being performed by the Horticultural Specialist if the duties are similar, related, or a logical assignment to the position.

This job class specification does not constitute an employment contract between SMAA and the Horticultural Specialist and is subject to change at the discretion of the Airport Authority. ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.

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Physical/Mental Requirements

Job Title: Horticultural Specialist

Job Code: 5075

Date: 10/19

Physical/Mental	Percentage of Time			
	Continuous 67-100%	Frequently 34-66%	Occasionally 1-33%	Infrequent - less than once a day
Standing	X			
Sitting				X
Walking	X			
Lifting		X		
1-10 lbs.		X		
11-20 lbs.		X		
21-35 lbs.		X		
36-50 lbs.		X		
over 50 lbs.				X
Carrying	X			
Reaching	X			
Climbing			X	
Driving		X		
Written Communication				X
Oral Communication	X			
Reading			X	
Hand Dexterity	X			
Reasoning			X	
Decision Making			X	
Analyzing		X		
Sensory	X			
Sight	X			

The mental and physical aspects shown with an "x" relate to this specific position, and have been identified for ADA compliance purposes only. This information shall not be used to determine salary grades, nor shall it be used to make comparisons with other positions.



SARASOTA MANATEE AIRPORT AUTHORITY

SUMMARY OF BENEFITS Full Time Employees

Employer Paid Benefits:		Waiting Period
Employee & Dependent Medical Insurance SMAA offers two Blue Cross/Blue Shield medical plans - A Low Option PPO Plan and an HSA/HDHP. 100% of employee premium is paid by SMAA and the employee contributes toward the chosen dependent coverage.	The first day of the month following your 30 day waiting period	
Employee & Dependent Dental Insurance SMAA pays 100% of employee and dependent coverage under Florida Combined Life Insurance Company, a subsidiary of Blue Cross/Blue Shield.	The first day of the month following your 30 day waiting period	
Employee & Dependent Life Insurance (100% paid by SMAA – employee is insured for 2x annual salary up to \$100,000; spouse is insured for \$5,000; dependent is insured for \$2,500)	The first day of the month following your 30 day waiting period	
Employee Assistance Program	Immediate	
Short-Term Disability (100% paid by SMAA)	1 year	
Sick-Time	90 days	
Vacation Leave	6 months	
Retirement Plan (A 401 plan administered by the Principal Financial Group)	6 months	
Reimbursement for Continuing Education	6 months	
Floating Holidays	6 months	
National Holidays	Immediate	
Special Discount Programs (Varies)	Immediate	
Voluntary/Optional Benefits:		Waiting Period
Pre-Paid Legal Plan (Voluntary – payroll deduction)	The first day of the month following your 30 day waiting period	
Deferred Compensation Plan (Voluntary – payroll deduction)	90 days	
Group Term Life, Supplemental Medical, and Long-Term Disability Insurance (Voluntary – payroll deduction)	The first day of the month following your 60 day waiting period	