

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**POSITION DESCRIPTION**

---

<b>TITLE:</b>	Integrated Pest Management Supervisor	<b>REPORTS TO:</b>	Assigned Supervisor
<b>DEPARTMENT:</b>	Maintenance and Operations	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Exempt	<b>SALARY GRADE:</b>	040 AASD Supervisors'
<b>REVISED:</b>	November 8, 2005		

---

**BASIC FUNCTION:**

Plan, organize and supervise pest control operations; coordinate work schedules for district landscape operations staff and non-district pest control contractors to provide services related to the district's integrated pest management function.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

**E = Essential Functions**

Plan, develop, organize and supervise assigned staff involved with pest control for school sites, offices, and other district facilities. **E**

Train, supervise, and evaluate work of Pest Control Technicians, other pest control staff; and provide direction to other landscape operations staff as assigned. **E**

Inspect and schedule work of outside pest control contractors. **E**

Review billings submitted for pest control services to assure accurate and appropriate charges. **E**

Review latest technologies for pest control. **E**

Test, record, and make recommendations for purchase of products and equipment. **E**

Originate and maintain a variety of operational records and reports as required. **E**

Conduct safety training for pesticide use in accordance with Department of Agriculture regulations. **E**

Act as district resource for new landscaping projects. **E**

Review plans for landscaping at new and remodeled schools and other district facilities. **E**

Respond to concerns from parents, site staffs, and community groups involved with environmental issues. **E**

Coordinate pest control services with maintenance department and other district staff. **E**

Provide landscape operations services including but not limited to the Green Waste Management Program, the Healthy Schools Act, and the City of San Diego citations. **E**

Assist department head with job performance evaluations developed for landscaping operations staff; review and revise procedures related to integrated pest management. **E**

Act as contact person for outside regulatory agencies, and county inspection agencies. **E**

Assist in developing and monitoring department budget. **E**

Contact principals and other school site staff to provide information and resolve problems related to pest control. **E**

Perform related duties as assigned.

**MINIMUM QUALIFICATIONS:**

**EDUCATION AND EXPERIENCE:**

Any combination of education, training, or experience equivalent to six years of recent experience in landscaping, gardening, or nursery work with an emphasis in pest control and applications. Integrated Pest Management, including structural and agricultural experience preferred. Supervisory experience and higher education degree or coursework is also preferred.

**LICENSES AND OTHER REQUIREMENTS:**

Possession of a valid California driver's license.  
Qualified Applicator Certificate obtained through the State of California.  
Agricultural Pest Control Advisor license.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Basic principles, rules, and regulations of an Integrated Pest Management Program.  
Current pesticide practices including identification and management of pests.  
State Department of Agriculture rules and regulations related to pesticide use and Integrated Pest Management.  
Applicable laws, rules, and regulations related to Integrated Pest Management.  
Reading and writing English communication skills.  
All types of landscape gardening equipment, materials, and techniques.  
Safety practices of pesticide applications.

**ABILITY TO:**

Work cooperatively with all levels of district staff, parents, regulatory agencies, the public, and community groups.  
Learn all phases of horticulture and soil characteristics.  
Organize, coordinate, and supervise landscape operations staff involved with pest control.  
Plan and organize work.  
Meet schedules and time lines.  
Train assigned staff in the proper use of pesticides and equipment.  
Maintain records.  
Read, interpret, apply, and explain rules, regulations, policies, and procedures.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor setting; working with tools and equipment. May work with chemicals.

**PHYSICAL REQUIREMENTS:**

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; dexterity of hands and fingers to operate equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally to perform assigned duties; lifting light objects.