

## **SHERMAN COUNTY**

### **Job Description**

**POSITION TITLE:** Sherman County Noxious Weed Superintendent

**DEPARTMENT:**

**REPORTS TO:** Sherman County Board of Commissioners

#### **Essential Functions**

- It shall be the duty of the County Weed Control Superintendent to examine all land under the jurisdiction of the control authority in Sherman County for the purposes of determining whether the noxious control act and the rules and regulations adopted and promulgated have been complied with. After examination, the weed control authority shall provide the following:

- Compile data on infested areas and controlled areas and such other reports as the director of agricultural or his or her designated representative shall require.

- Consult and advise upon matters pertaining to the best and most practical methods of noxious weed control and render assistance and direction for the most effective control.

- Investigate or aid in the investigation and prosecution of any violation of the act.

- Perform such other duties as required by the Sherman County Board in the performance of its duties.

- The Sherman County Weed Control Authority shall establish a coordinated noxious weed control program and provide a definite and consistent policy for the enforcement of the weed control act. In the performance of this consistent weed control program, the Weed Control Superintendent shall do the following:

- Send out a general notice in the manner prescribed by Nebraska Statute 2-955 on or before May 1, of each year. Notice shall be published in one or more newspapers of general circulation throughout the area over which the control authority has jurisdiction.

- Send out individual notices to landowners of record at their last known address, giving specific instructions and methods on how certain weeds are to be controlled.

- Serve the individual notice pursuant to (1) (b) of Section 2-955 of the Nebraska Statutes.

- Attend the hearing if one is required by the Sherman County Board allowing a landowner to have an opportunity to be heard on the question of uncontrolled noxious weeds and infestations.

- After the hearing, if it shall be determined that there is an infestation, take the proper control methods to provide control of said weeds within the time period specified.

- Should criminal action be taken against a landowner, testify in a prosecution under 2-955 (a).

- Notify and work with the County Attorney with regard to the prosecution of these individuals.

- Cause the proper control methods to be utilized on lands if landowner fails to comply as provided in Nebraska Statutes and file notices with the Register of Deeds on unpaid weed control assessments against the property.

- In addition, the County Weed Superintendent shall tabulate yearly amounts and locations of noxious weeds in the county and prepare and provide budget information for the County Board.

- The County Weed Superintendent shall meet with the County Board with regard to his duties and requirements at such time and on such circumstances as are necessary to carry out the duties of his office.

- In addition, he may be required to provide such control as himself or as allowed by the County Board to employee such other agent to provide for the control of noxious weeds within Sherman County and in addition he shall do and perform such other acts as the County Board shall require of him as related to this position as Sherman County Weed Superintendent.

### **Essential Knowledge, Experience and Ability**

- Ability to respond to common inquiries or complaints from customers, regulatory agencies or members of the community.
- Ability to effectively present information to county officials, public groups, and or the Board of Commissioners.
- Ability to understand and follow both oral and written instructions.
- Ability to calculate figures and amounts such as interest, percentages, area, circumference and volume.
- Ability to operate motor vehicle, calculator, phone, copy machine, and spraying equipment.

### **Essential Education, Certifications and Licenses**

- The Sherman County Weed Superintendent prior to being employed must as a condition precedent to employment be certified in writing by the Federal Environmental Protection Agency as a commercial applicator under the Federal Insecticide, Fungicide and Rodenticide Act and retain said license.
- The County Weed Control Superintendent shall be required to complete 20 hours of annual continuing education each year, the cost of said education shall be paid for by the County. Said education shall focus on the use of equipment, drift control, calibration, proper selection of pesticides, legal responsibilities and duties of office. Failure to complete the required number of hours of continuing education will subject such Weed Control Superintendent to removal from office by the county board.
- Must possess a valid State of Nebraska motor vehicle operator's license

### **Essential Physical Demands and Typical Working Conditions**

- Work is performed in a standard office setting and various outdoor environments.
- Work requires a considerable amount of physical activity including sitting, walking, standing, kneeling, crouching, stooping, climbing uneven and/or rugged terrain, crawl, grasp and reach with arms and legs.

- Work requires ability to routinely lift, carry, push and pull up to 40 pounds and occasionally higher with assistance.
- Work requires exposure to inclement weather including temperature extremes and windy, dusty conditions and ability to tolerate a work environment which includes contact with dust, dirt, and chemicals.
- Work requires ability to safely operate and care for equipment and tools.
- Work requires ability to interact with the general public.

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Supervisor's Signature

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Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

JOB DESCRIPTION APPROVED BY THE SHERMAN COUNTY BOARD OF COMMISSIONERS –  
DECEMBER 18, 2013