



Municipal District of Fairview No. 136

Position Description

January, 2025

Position Title: **Weed Inspector**

Position Classification: Worker

Position Category: Seasonal (May 1st to September 30th)

Regular Hours of work: 8 hours per day, Monday through Friday, 8:00 a.m. to 4:30 p.m.
40 hours per week, 2080 annual hours

Reports To: Agricultural Fieldman

Position Summary: Reporting to the Agricultural Fieldman, perform assigned duties pursuant to the *Agricultural Pest Act* and *Weed Control Act*.

Key Responsibilities

General

- Perform assigned tasks in relation to the *Agricultural Pest Act*, *Weed Control Act*:
 - Accurately identify weed species, crop diseases, and agricultural pests.
 - Perform field inspections and monitor the activity of insects and diseases.
 - Monitor public and private lands within the Municipal District of Fairview No. 136 to ensure compliance with applicable legislation relating to weeds and pests.
 - Receive and respond to complaints relating to weeds and pests.
 - Assist landowners with the identification of weeds, pests, diseases and assist landowners with the development of management plans.
 - Advise landowners of their responsibilities and issue enforcements notices as required by the Agricultural Service Board and applicable legislation.
 - Perform vegetation management through herbicide application, mechanical weed control and handpicking.
 - Perform pest management through pesticide application and use of traps.
 - Maintain detailed GIS and paper records and ensure timely completion of reporting requirements pursuant to applicable legislation.
- Operate a pickup truck with or without a trailer in tow; load, unload, and secure loads on trailer.
- Operate pesticide and herbicide application equipment.
- Use, handle and store materials, tools and equipment.
- Operate a pressure washer to clean vehicles, equipment, and structures.
- Perform other assigned duties relating to the Department of Agriculture and Parks.
- Ensure all work-related information is kept confidential.
- Comply with all applicable legislation, regulations, policies and procedures in the performance of any work-related tasks.

Health and Safety

- Make every reasonable effort to protect the health and safety of all workers and oneself.

- Read, understand and comply with the Municipality’s policies, directives, procedures, and practices including Health and Safety practices.
- Ensure compliance with the Municipality’s Health and Safety Program as well as the Alberta Occupational Health and Safety Act, Regulations, and Code.
- Wear and maintain Personal Protective Equipment (PPE) as required.
- Inspect all tools and equipment prior to use and advise a supervisor/manager of any tool or equipment that is defective or otherwise poses a hazard to health and safety.
- Report all incidents, near-misses, and injuries requiring First Aid or Medical Aid to a supervisor/manager.
- Participate in the development, review and revision of Formal Hazard Assessments.
- Participate in and complete Field Level Hazard Assessments as required and report new hazards, unsafe acts, or unsafe conditions to a supervisor/manager.
- Refuse dangerous work and report the refusal to a supervisor/manager.
- Participate in the Municipality’s Health and Safety meetings, the Health and Safety Committee and any COR certification, maintenance or baseline audits.
- Complete training as required by the Municipality.
- Comply with all WHMIS and TDG requirements when handling, using, transporting and storing materials.

Skills

- Ability to understand and use the Alberta Township (ATS) System and land ownership maps.
- Strong knowledge of agronomic practices in Northern Alberta and a demonstrated ability to identify, monitor, and develop/implement management plans for the weeds, diseases and insects regulated by the *Weed Control Act* and the *Agricultural Pests Act*.
- Ability to prioritize and manage work-related tasks and to achieve results within acceptable timeframes.
- Ability to function as a member of a team and to work independently with minimal supervision.
- Ability to provide a high quality of work, high productivity and minimal wear and tear on tools, equipment and vehicles, in all work conditions.
- Ability to communicate efficiently and in a professional manner, with co-workers and members of the public.
- Ability to use a computer with demonstrated proficiency and knowledge of software used in gathering and reporting data.
- Ability to ensure all work-related information is kept confidential.

Preferred Qualifications

- Completion of (or currently enrolled in) a post-secondary certificate, diploma, or degree program in Agriculture, Horticulture, Environmental Studies/Sciences or other related field.
- Certified in or willing to obtain certification in:
 - WHMIS
 - Transportation of Dangerous Goods
 - Standard First Aid/CPR-C
 - Hazard Identification, Assessment & Control
 - Authorized Assistant Pesticide Applicator Certification
- Class 5 Operator’s License with suitable Driver’s Abstract

- Pesticide Applicator Certification (Industrial and Agricultural Designations) is considered an asset
- Acceptable Criminal Record Check

Working Conditions

- Work in an office setting that would require periods of sitting, work on a computer, and other general administrative duties.
- Field work involving long periods of standing, walking over rough or uneven terrain, recurring bending, crouching, stooping, and reaching.
- Typical field worksites may be subject to:
 - noisy, dusty, greasy, wet, windy, muddy or otherwise disagreeable conditions,
 - extreme temperatures and adverse weather conditions,
 - moving vehicles and equipment, and
 - wildlife and insects
- Occasional heavy lifting of up to 50 lbs
- Working alone