

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Tentative Classification Standard

Occ. Code 1101110

Horticultural Technician 1, Grade 8	1101110
Horticultural Technician 2, Grade 12	1101120
Horticultural Technician 3, Grade 14	1101130

Brief Description of Class Series

Positions in this title series cultivate, propagate, maintain, and apply fertilizers, pesticides, growth regulators, and other plant care practices to a variety of plants at major greenhouses, gardens, or environmentally significant features. Most positions in this title series are classified at the Office of Parks, Recreation and Historic Preservation.

Distinguishing Characteristics

Horticultural Technician 1: non-competitive; entry level; under the supervision of higher-level Horticultural Technician or other specialist, performs horticultural services.

Horticultural Technician 2: directs the maintenance and care of a garden, or program, or serves as overall assistant to the Horticultural Technician 3.

Horticultural Technician 3: one-position class; oversees facilities, plant collections, activities, and staff assigned to greenhouse.

Illustrative Duties

Horticultural Technician 1: under the general supervision of a Horticultural Technician 2 or 3, plants, transplants, prunes, trims, waters, and applies fertilizers and pesticides to rare or specialized trees, shrubs, vines, and flowers; identifies nutritional, insect, or disease problems and consults with management to determine appropriate corrective action; inspects garden sites to identify potential safety hazards, invasive species, or landscaping requirements; performs seasonal landscaping work such as preparing soil, pruning, cleaning-up, bulb planting, dividing, and removing leaves; documents, reports, and catalogs plants; prunes plants to correct structural defects or portions of the plant damaged by diseases or storms; formulates and applies herbicides, fungicides, insecticides, and fertilizers to plants as appropriate; answers questions from park visitors about horticulture and general park information; operates light trucks and

other motor vehicles as required; loads and unloads materials, tools, and equipment of varying weights and sizes as needed; maintains equipment and supplies; and uses a variety of hand and power tools to perform plant care activities.

Horticultural Technician 2: provides horticultural services to a Parks region, complex garden area, greenhouse, nursery, plant collection or environmental feature; supervises and schedules employees and volunteers; trains staff in horticultural work, including species identification and safety protocols; determines planting needs by preparing sketches and schematics for installations and provides in person direction; prepares material lists and purchases supplies; performs planting, transplanting, watering, fertilizing, pruning, and trimming of trees, shrubs, vines, and flowers; applies pesticides and assists with labelling and interpretation of these plants; experiments with a wide variety of plants to determine those most suitable for a site or region and employs the most up to date practices to maintain and enhance the plant collections; develops propagation schedules, and supervises propagation of plants, trees, and shrubs and flowers; assigns and inspects garden sites to identify potential safety hazards, invasive species, or landscaping requirements; selectively prunes plants to correct structural defects, thinning excessive growth within the plant's framework, and removing portions of the plant damaged by disease, storms, or insects to retain or restore natural and healthy form; formulates and applies herbicides, fungicides, insecticides, growth stimulants, and fertilizer to plant material; oversees and performs annual soil preparation and planting of annuals, perennials, shrubs, and trees; develops and implements integrated pest management systems; operates and maintains hand and portable power tools and motorized equipment such as mowers, tractors, sprayers, saws, utility vehicles, and tillers; operates light trucks and other motor vehicles as required; loads and unloads materials, tools, and equipment of varying weights and sizes as needed; answers questions from park visitors about horticulture, history, design, and general park information; leads horticultural tours and assists with special programs as needed; supervises and maintains greenhouses and grounds related equipment; keeps records regarding maintenance schedules and materials used; and may assist in developing brochures regarding plants and vegetation located in the garden, greenhouse or park.

Horticultural Technician 3: manages the greenhouse the Planting Fields Arboretum; determines appropriate plant care methods and maintains a variety of plant collections; orders supplies, equipment, and plant materials; oversees growth of both seasonal and permanent plant collections and schedules plantings, displays, and work for the facilities; oversees the application of pesticides, fertilizers, and other horticultural products to protect the plant collections; keeps records regarding maintenance schedules, equipment, and materials used; organizes, plans, and supervises contractors performing major greenhouse renovations and repairs; designs and oversees special displays and collections; manages disease and pest control programs; coordinates and conducts training for staff and volunteers; participates in internal and external horticultural workshops, symposia, and educational programs to gain knowledge and networks with the horticultural community, as appropriate; oversees and conducts special programs for visitors, schools, and organizations; and plans and

oversees climate and watering control systems for the greenhouses.

Minimum Qualifications

Horticultural Technician 1

Non-competitive: an associate's degree in horticulture, ecology, agronomy, forestry, or a closely related field; or two years of technical experience in horticulture, plant propagation, nursery management, or greenhouse work, which includes plant pest and disease detection and control.

Horticultural Technician 2

Open-Competitive: an associate's degree and one year of technical experience in horticulture, ecology, forestry, plant propagation, nursery management, or greenhouse work, which includes plant pest and disease detection and control; or three years of such experience, including one year of supervisory experience.

Promotion: one year of service as a Horticultural Technician 1.

Horticultural Technician 3

Promotion: one year of service as a Horticultural Technician 2.

At all levels in this title series, appointees must obtain First Aid/CPR and Game of Logging certifications within one year of appointment. Must acquire and maintain a Pesticide Technicians License within six months of appointment. This license must be upgraded to a commercial pesticide applicators license in category 3A for outdoor activities and 3C for greenhouse work within two years of appointment.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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