Nursery Worker  
Landscape Services Department – Michigan State University

The Landscape Services Department is seeking a highly motivated, knowledgeable employee to assist our nursery crew with operations for 2014 season.

Basic Function and Responsibility

To operate and maintain equipment to perform landscape supply and nursery activities. Assist the nursery technician with purchasing, receiving, propagating, growing, and readying of nursery stock and landscape materials.

Work Hours & Days

Employment Period:  April 1st 2014 – November 28th 2014  
Work Week:  Monday – Friday 6:00am – 2:30pm*  
* Work schedule will require and include weekends

Characteristic Duties and Responsibilities

- Perform routine horticultural operations such as propagation by seed and cuttings, pesticide and fertilizer application, growth regulators, and integrated pest management (IPM) scouting.
- Plant, transplant, prune, prepare greenhouse soil mixtures, and train horticultural specimens according to nursery production industry standards.
- Assist with producing plant labels using computerized technology to aid with the documentation and auditing of plants within the operation.
- Assist with the recording of inventory data by measuring, weighing, counting, sorting, and collecting specimens to update inventory databases.
- Clean and maintain work areas, equipment, and tools according to prescribed sanitary standards.
- Dispose of diseased and unwanted plant and soil materials in accordance with departmental, university, and OSHA safety guidelines.
- Oversee and direct assigned support employees in daily operations, methods and procedures.
- Operate equipment to facilitate the unloading, moving and care of nursery production facility plants and landscape materials.
• Perform difficult digging, augering, backfilling, hauling, moving, hoisting and loading operations with heavy equipment.
• Operate trucks and trailer combinations for transporting heavy equipment, implements, nursery plants and landscape supplies.
• Operate, inspect and perform routine maintenance on nursery equipment such as irrigation systems, mist propagation systems, Reverse Osmosis water filtration systems, nursery structures and spray equipment.
• Operate and perform routine maintenance on tractors, backhoes, articulated loaders, tree spades, knuckle boom crane truck, bulldozers, skid steers, dump trucks and semi trucks.
• Participate in the campus snow removal plan by shoveling, plowing, deicing and operating snow equipment such as articulated loaders, trucks, tractors, and toolcats with attachments.

**Related Duties**

Perform related duties as assigned including, but not necessarily limited to, the following:

• Move, load, and unload supplies, materials, tools, and equipment.
• Erect fences, gates, sheds, and related horticultural facilities.
• Unpack, inventory, and store equipment, supplies, and parts utilizing computerized technology.
• Assist in the care and maintenance of specimens, equipment, drawings, charts, slides, and models.
• Answer questions, provide guided tours and speak as a guest lecturer for students, visitors, faculty, and garden clubs.
• Requisition parts and supplies adhering to university purchasing procedures.

**Supervision Received**

Supervision is received from a designated supervisor.

**Minimum Qualifications**

• Graduation from high school, technical school or an equivalent combination of education and experience is necessary.
• Three years of nursery and landscape equipment experience operating tree spades, articulated loaders, tractors, and truck/trailer combinations performing nursery and landscape maintenance and installations.
• Three years of related and progressively more responsible or expansive work experience in nursery production, greenhouse gardening, integrated pest control and plant identification; or an equivalent combination of education and experience.
• Expert knowledge of equipment operation and maintenance, nursery and landscape tools, and horticultural methods and techniques used in landscape supply and nursery operations.
• Possession of a valid Michigan Class A Commercial Driver's License with applicable endorsements and medical certificate to comply with State of Michigan requirements. Applicants must have a good driving record and submit their operator's license number on their application form for a motor vehicle check.
• Possession or attainment of a MSU forklift operator's permit prior to completion of applicable probation or trial period.
• One year of paid experience in snow removal operating a licensed vehicle with a plow.
• Ornamental and Turf Pesticide Applicators Certificate is required prior to the completion of applicable probation or trial period.
• Professional Landscape Network (PLANET) Landscape Industry Certified Horticultural Technician or Michigan Nurserymen Certification within twelve months of hire.
• Must drive University vehicle to perform job duties of this classification.
• The ability to work in variable or severe weather conditions.
• This position requires significant after-hours, weekends and holiday work.
• Frequent lifting of over 75 pounds.

Additional Requirements
May require valid operator, chauffeur, or commercial driver's license(s) with applicable endorsements and medical certificate in order to comply with State of Michigan requirements.

This position requires knowledge of basic personal computer terminology and operations, and the ability to use e-mail and the Internet.

All interested applicants are required to fill out an application and submit your resume by March 20th at the Landscape Services Building – 1060 Stadium Rd – East Lansing, MI 48824. Contact Adam Lawver at alawver@ipf.msu.edu if you have any questions about the position.