

Job Class Profile: Forest Pest Survey Aide

Pay Level: CG-20 **Point Band:** 316-339

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	1	1	4	6	2	1	2	1	5	
Points	47	17	25	29	60	22	41	21	54	316

JOB SUMMARY

The Forest Pest Survey Aide processes previously collected tree samples to determine the population of selected insects in Newfoundland and Labrador as part of the Fall Egg Mass Survey.

Key and Periodic Activities:

- Processes branches in wash bay by sorting and washing branches in chlorine bleach/water solution to extract Hemlock Looper eggs. Tasks include: sorting branches by sample plots, labeling bottles, checking for tussock moth on dry branch, cutting branches and immersing into solution, pouring solution through sieve, rinsing and placing filtrate containing eggs into labeled bottle.
- Retrieves Hemlock Looper eggs by examining solution in Petrie dish under light and microscope and retrieving eggs with tweezers. Separates, counts and records eggs for each branch in categories as healthy, unfertilized and parasitic.
- Processes branches for other pests such as Balsam Fir Sawfly and Spruce Budworm.
- Files and maintains field data cards.
- Mixes/changes chlorine bleach/water solution as needed.
- Stores eggs and prepares for shipment to Canadian Forest Service for research purposes.
- Cleans, mops, and vacuums work areas and equipment.

SKILL

Knowledge

General and Specific Knowledge:

- General knowledge of the forest industry
- Specific knowledge of procedures for branch washing and egg collection and identification.
- Knowledge of the importance and attention to accuracy in data.

Formal Education and/or Certification(s):

- Minimum: High School Diploma plus on the job orientation

Years of Experience:

- Minimum: 6 months

Competencies:

- Ability to apply techniques to completion of activities.
- Ability to follow basic instructions and work processes.

Interpersonal Skills

A range of interpersonal skills are typically with coworkers and supervisor in the immediate work area for support, clarification and direction and to provide routine information and collaborate and cooperate in completing tasks.

EFFORT**Physical Effort**

- The demands of the job regularly result in considerable fatigue, requiring periods of rest.
- Regularly lifting or moving objects or physically handling materials between 10 - 25 lbs such as 5 gal. buckets of solution and large bags of branches.
- Standing and walking is required for extended periods of time.
- Using hand tools that require accurate control and steadiness and the use of gross motor skills for walking, maintaining balance and other activities also occur on a regular basis.

Concentration

- **Visual** demands, accuracy and **precision, eye/hand coordination, repetition** requiring alertness and **higher than normal level of attentiveness/alertness** are required when performing activities such as using microscopes, using tweezers, pruning shears, mixing chemicals and ensuring thoroughness in that all eggs and liquid are accounted for.
- **Time pressures and deadlines** are experienced as eggs can only be in solution for 24 hours and the complete survey is to be completed from mid-October to December 31.

Complexity

- Tasks and activities are generally repetitive and well defined and require the use of similar skills and knowledge, but at other times they are quite different, but still require the use of similar skills and knowledge.
- Problems tend to be simple with obvious solutions or can be addressed by following procedures and guidelines.
- References available include supervisor and procedures.

RESPONSIBILITY**Accountability and Decision-Making**

- Work is highly monitored or controlled.
- Specific procedures are in place for completing tasks and there is limited or no discretion.

Impact

- Impacts are felt internally within the immediate work area, department, and outside the organization and with external stakeholders such as contractors. Results directly impact finances, equipment, processes, systems, material resources as the egg mass survey results are used to provide government with information which could lead to spraying forest blocks to

eliminate infestation. — Errors would normally be identified and resolved quickly.
Development and Leadership of Others
— There is no supervision of staff. — May provide advice and guidance to new employees.

WORKING CONDITIONS

Environmental Working Conditions
— Safety equipment such as safety boots, goggles, rain pants and rubber gloves are worn. — There is limited likelihood for injuries or illnesses resulting from hazards. — Regular exposure to glare from lights, fumes, limited ventilation, hazardous chemicals, toxic or poisonous substances, odours, wet and slippery surfaces and sharp objects is experienced.