

# **Albany County Weed and Pest Control District**

**2919 County Shop Road  
Laramie, Wyoming 82070  
307-742-4469  
e-mail: acwpwheat@wyoming.com  
acwpbaldwin@wyoming.com**

## **SUMMER SEASONAL EMPLOYEE JOB DESCRIPTION**

1. Minimum requirement - High School Education.
2. Employees should have a current Commercial Pesticide Applicators License in categories 901A (Ag Pest Control) and 906 (Right of Way Pest Control.)  
A good insurable driving record is required. An uninsurable driving record can prevent an applicant from being hired, or may result in termination after an employee has been hired.
3. Employees must be fully clothed for working with pesticides and be able to read and follow instructions on labels. Employees must wear long pants, shirts with sleeves (no tank tops), and shoes suitable for walking on rough ground with heavily covered vegetation (no open holes on shoes). A long sleeve shirt, pants, and head covering are required when mixing, loading, or spraying any herbicides, or operation of any vehicle (truck or ATV) that has a tank mix setup or herbicides loaded, or when chopping/pulling and bagging weeds or releasing biological insects.
4. When not spraying with trucks, ATV's or back pack spraying, chopping, digging or pulling noxious weeds along roadsides and other sensitive rough terrain areas will be necessary.
5. Must be able to calibrate, measure, and handle chemicals and equipment safely.
6. It is a must to take reasonable care of Weed and Pest equipment, tools, trucks and ATV's.
7. Hours of labor will be according to need and work to be done. It must be pointed out that the hours of labor, especially in the spring, summer, and fall may not be the customary 8:00 to 5:00 due to the peculiarities of the profession, and influence of the wind and moisture, the hours will be governed on a day to day schedule, under the direction of the Supervisor, Assistant Supervisor, or Office Manager. A forty hour week is not guaranteed. Overtime may be required at certain times.
8. Sick and annual leave will not be granted to part time employees.
9. It is each employee's responsibility to keep accurate daily records of pesticide and equipment used, and any other general activities or conversation needed for future reference. These records are subject to review by the Supervisor and Weed and Pest Board of Directors.

10. All pesticides and equipment, sprayers, etc. will be stored and cleaned, if necessary, at the end of each working day.
11. Employees may be responsible for regular and necessary vehicle maintenance and keeping records of all vehicle maintenance and use. All damages to vehicles must be reported to the supervisor or the supervisor's designated representative. Vehicles are to be used only for Weed and Pest business.
12. Weed & Pest employees may be asked to assist in special projects or other activities such as Bio Agent releases, collections, surveys and mapping. Additional shop, office, and grounds clean up, janitorial work, and other duties as assigned by the Supervisor or the Supervisor's designated representative.
13. All injuries and/or pesticide exposure must be reported immediately to the supervisor and/or to the Supervisor's designated representative. A written report of the injury or exposure must be in writing, dated and signed by the employee of the accident or exposure and signed by the supervisor or the supervisor's designated representative.
14. All job reports must be filled out and signed by the employees at the end of each working day.

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Signature of Employee: \_\_\_\_\_ Date \_\_\_\_\_