UNIVERSITY OF SOUTHERN CALIFORNIA

Pest Control Technician

Job Code: 179680

Grade: G
OT Eligible: Yes
Comp Approval: 6/6/2008

JOB SUMMARY:
Inspects, detects, evaluates, prevents and controls pests utilizing integrated pest management techniques. Determines appropriate treatment to eliminate or control a variety of pests.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

______ Inspects, assesses and identifies source of pest control problems. Determines, plans and performs appropriate treatment to eliminate or control a variety of pests.

______ Coordinates and monitors pest control projects. Inspect buildings for pest activity. Checks and maintains traps, bait stations, bird netting and other pest control devices.

______ Applies pesticides in accordance with applicable laws, regulations and manufacturer’s instructions. Posts warning signs and secures area treated.

______ Maintains and performs repairs of equipment. Orders and properly stores pest control equipment and treatment products.

______ Determines and eliminates access areas of pests using appropriate materials such as wire cloth, door sweeps and foam sealant.

______ Meets with customers to discuss pest issues and concerns. Advises customers how to keep properties free from pests.

______ Cleans and disinfects pest infected areas. Removes and disposes of dead animals.

______ Gathers pertinent data to assist in developing a budget. Processes expense transactions.

______ Maintains documents and prepares reports.

______ Works with contractors on pest control issues such as termites and bees. Meets with customers and management to discuss concerns.

______ Trains others on proper pest control techniques. May assist other workers in treatment processes to eliminate and control pests.

  Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: No
Yes In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:

Minimum Education:
- High School or equivalent
- Specialized/Technical Training

Minimum Experience:
- 3 Years

Minimum Field of Expertise:
- Prior pest control experience.
- State of California Branch II License Field Representative or Equivalent.

Preferred Experience:
- 3 Years

Preferred Field of Expertise:
- Prior pest control experience with wood-destroying pests or organisms.
- State of California Branch II and III License Field Representative or Equivalent.

Skills: Other:
- Customer Service
- Knowledge of applicable laws/policies/principles/etc.

Skills: Machine:
- Calculator
- Computer Network (Department or School)
- Computer Network (University)
- Computer Peripheral Equipment
- Fax
- Personal Computer
- Photocopier

Skills: Trade/Auxiliary:
- Communicate with others to gather information
- Compute totals
- Maintain records, logs, etc.
- Maintain stock
- Perform general maintenance repair work for equipment and/or facilities
- Prepare reports and/or maintenance records
- Understand and apply policies and procedures
- Use and/or operate various stationary machinery, vacuum cleaners, shampooers, and waxing machines
- Use database and/or word processing software

Supervises: Level:
May oversee student, temporary and/or casual workers.

**SIGNATURES:**

Employee: _____________________________________  Date:_____________________________

Supervisor: ____________________________________  Date:_____________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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