

HOUSING EXTERMINATOR

General Statement of Duties and Responsibilities

Under varying degrees of difficulty and latitude for independent judgment, in the New York City Housing Authority (NYCHA), performs and/or supervises work in the prevention, control and elimination of insects, vermin and other pests from buildings and surrounding areas, including parks. May drive a motor vehicle. There are four Assignment Levels within this class of positions. The following are typical assignments within this class of positions. All personnel perform related work.

Assignment Level I

Under general supervision, performs work in the prevention, control and elimination of insects, vermin and other pests from buildings and surrounding areas, including parks.

Examples of Typical Tasks

Inspects areas of infestation.

Uses the most effective insecticides, rodenticides, baits, traps, and related chemicals/equipment for exterminating pests as required.

Selects and prepares poisonous insecticides, rodenticides, and related chemicals used in exterminating.

Cleans and repairs exterminating equipment.

Keeps records and makes reports of exterminating operations performed.

HOUSING EXTERMINATOR (continued)

Assignment Level II (See Special Note Under Qualification Requirements)

Under direction, supervises the work of Housing Exterminators engaged in the prevention, control and elimination of insects, vermin and other pests. In addition, performs tasks such as the following:

Examples of Typical Tasks

Inspects premises and investigates complaints of infestation.

Determines the appropriate method of extermination to be used.

Supervises and makes assignments to Housing Exterminators engaged in preparing and using insecticides, rodenticides, baits, traps, and related chemicals/equipment.

Supervises the cleaning and repair of equipment.

Orders necessary supplies and equipment, and keeps related records.

Ensures the safe storage and cautious use of the various poisons employed in exterminating operations.

Supervises the preparation of the various substances used in exterminating.

Makes recommendations for improving exterminating methods.

Keeps records of exterminating operations and makes reports thereon.

May be required to perform exterminating duties.

HOUSING EXTERMINATOR (continued)

Assignment Level III (See Special Note Under Qualification Requirements)

Under general direction, oversees the work of subordinate supervisors and their staff. In addition, performs tasks such as the following:

Examples of Typical Tasks

Examines and analyzes reports and makes field checks.

Assists in the conduct of investigations and the preparation of studies on new procedures and methods in the field of pest control/extermination and prepares recommendations for improvements.

Assists in the formulation of policies and procedures.

Assists in establishing operational goals and prepares progress reports.

Assists in coordinating and scheduling of work assignments.

Assists in planning personnel, space, equipment and supply needs.

Assists in training newly assigned personnel.

Serves as a principal assistant to the Housing Exterminator - Assignment Level IV.

HOUSING EXTERMINATOR (continued)

Assignment Level IV (See Special Note Under Qualification Requirements)

Under managerial direction, with considerable latitude for exercise of independent judgment and unreviewed action and decision, directs the NYCHA's citywide extermination program. In addition to performing the duties of Assignment Level III, performs tasks such as the following:

Plans, organizes, and directs the pest control program for the Housing Authority.

Plans and carries out experiments on new extermination items.

Prepares specifications for materials and supplies.

Supervises the preparation of insecticides and rodenticides.

Reviews procedures and practices at projects and sites.

Maintains liaison with city, state and federal health agencies regarding the latest developments in methods, materials, and equipment for pest control.

Qualification Requirements

A valid certificate as a Certified Commercial Pesticide Applicator for Industrial, Institutional, Structural and Rodent Control (7A) issued by the New York State Department of Environmental Conservation. This certificate must be maintained for the duration of employment.

License Requirement

For appointment to certain positions, at the time of appointment candidates must possess a Motor Vehicle Driver License valid in the State of New York. This license must be maintained for the duration of employment.

HOUSING EXTERMINATOR (continued)

SPECIAL NOTE

To be eligible for placement in Assignment Level II individuals must have, in addition to meeting the minimum requirements, two years of full-time satisfactory practical experience in the preparation and use of insecticides, rodenticides, baits, traps, and related chemicals/equipment for the extermination of insects, vermin and other pests.

To be eligible for placement in Assignment Level III individuals must have, in addition to meeting the minimum requirements, two years of full-time satisfactory practical experience in the preparation and use of insecticides, rodenticides, baits, traps, and related chemicals/equipment for the extermination of insects, vermin and other pests and one year of full-time satisfactory experience in a supervisory capacity, for a total of three years of experience.

To be eligible for placement in Assignment Level IV individuals must have, in addition to meeting the minimum requirements, two years of full-time satisfactory practical experience in the preparation and use of insecticides, rodenticides, baits, traps, and related chemicals/equipment for the extermination of insects, vermin and other pests and two years of full-time satisfactory experience in a supervisory capacity, for a total of four years of experience.

Direct Lines of Promotion

From: None

To: None