



NEWPORT NEWS, VA  
CITY OF OPPORTUNITY

JOB DESCRIPTION  
**VECTOR BIOLOGIST**  
PUBLIC WORKS

Human Resources Department  
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## **GENERAL STATEMENT OF RESPONSIBILITIES**

Under limited supervision, this position is responsible for performing professional work involved in the eradication, numeration and identification of potential nuisance and disease carrying vectors. Reports to the Vector Control Superintendent.

## **ESSENTIAL JOB FUNCTIONS**

Utilizes concepts from the Integrated Pest Management approach to minimize disease vectors citywide; collects, processes, and identifies specimens as part of the vector-borne disease testing process; conducts inspections and investigations of major sources of vector problems; develops and recommends procedures and methods for preventing and controlling vector-borne disease.

Performs administrative duties as required such as compiling information, completing reports, composing correspondence and maintaining detailed records and charts of required documentation; uses personal computer to maintain data, generate reports and graphic displays.

Responds to complaints concerning rodents, weeds and insects including mosquito infestations and related concerns from the general public; locates the breeding place(s), identifies the weeds or diseased plants and diagnoses the problem; selects, prepares and applies appropriate herbicides/insecticides to eliminate the problems; and conducts site visits, provides citizens with information and guidance related to vector control issues. Responds to customer inquiries regarding water quality and related information which may include making informal presentations to small groups and mentoring students.

Operates equipment such as crew trucks, pickup trucks, boats, all-terrain vehicles, foggers, sprayers and other equipment to complete assigned projects; performs routine checks and preventive maintenance on equipment; identifies and reports equipment malfunctions; cleans equipment as needed; and completes and maintains accurate daily pesticide reports.

Performs other work as assigned.

## **PERFORMANCE STANDARD**

Employees at all levels are expected to effectively work together to meet the needs of the community and the organization through work behaviors demonstrating the City's Values. Employees are also expected to lead by example and demonstrate the highest level of ethics.

## **REQUIRED KNOWLEDGE**

- Vector Control - Knowledge of scientific, ecological and technical principles, practices and procedures relative to vector control, herbicide and stormwater operations. Knowledge of methods, chemicals, tools and equipment used in maintaining and servicing vector control activities. Knowledge of occupational hazards and safety precautions associated with vector control activities.
- Technology - Knowledge of general office equipment and personal computers and related GPS software and equipment.
- Laboratory Equipment - Knowledge of laboratory equipment and instruments such as a centrifuge, vortex and microscope.
- Customer Service - Thorough knowledge of principles and processes for providing customer services. This includes setting and meeting quality standards for services and evaluation of customer satisfaction.

## **REQUIRED SKILLS**

- Judgment/Decision Making – Evaluating the best method of research and then exercising appropriate judgment in establishing priorities and resolving complex matters. Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Interpersonal Relationships - Develops and maintains cooperative and professional relationships with citizens, employees, managers, and representatives from other departments and organizations.
- Computer Skills - Utilizes a personal computer with word processing, spreadsheet and related software with reasonable speed and accuracy.

## **REQUIRED ABILITIES**

- Communication - Excellent ability to communicate complex ideas and proposals effectively so others will understand to include preparation of reports, agendas, and policies. Excellent ability to listen and understand information and ideas presented verbally and in writing.
- Time Management - Ability to plan and organize daily work routine. Establishes priorities for the completion of work in accordance with sound time-management methodology.
- Mathematics - Ability to perform statistical calculations and analysis in the performance of laboratory testing.

## **EDUCATION AND EXPERIENCE**

Requires a Bachelor's Degree in Chemistry, Biology, Environmental Science or a related field and 2-4 years of related experience in vector control or a related field or an equivalent combination of education and experience.

The Virginia Department of Agriculture and Consumer Services Category 60 – Registered Technician Certification is also required.

## **ADDITIONAL REQUIREMENTS**

Requires a valid driver's license with an acceptable driving record.

Must successfully complete the required National Incident Management System (NIMS) Incident Command System Certifications within one year of employment.

The job is considered Essential Personnel and will be required to work during and following natural disasters and emergency situations.

### **PHYSICAL REQUIREMENTS**

- Tasks require the ability to exert very moderate physical effort in light work.
- Some combination of stooping, kneeling, crouching and crawling.
- Some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

### **SENSORY REQUIREMENTS**

- Some tasks require the ability to perceive and discriminate sounds and visual cues or signals.
- Some tasks require the ability to communicate orally.

### **ENVIRONMENTAL EXPOSURES**

Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, weather, fumes, temperature and noise extremes, hazardous materials, machinery, traffic hazards, disease, or pathogenic substances.