
Appendix A

WORK PROCESS SCHEDULE

AND

RELATED INSTRUCTION OUTLINE



Appendix A

WORK PROCESS SCHEDULE
OCCUPATION TITLE: LANDSCAPE TECHNICIAN
O*NET-SOC CODE: 37-3011.00 RAPIDS CODE: 0571

This schedule is attached to and a part of these Standards for the above identified occupation.

1. APPRENTICESHIP APPROACH

Time-based Competency-based Hybrid

2. TERM OF APPRENTICESHIP

The term of the apprenticeship is 2 years with an OJL attainment of 4000 hours, supplemented by the minimum required 288 hours of related instruction.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The apprentice to journeyworker ratio is: 1 Apprentice to 1 Journeyworker.

4. APPRENTICE WAGE SCHEDULE

Apprentices shall be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate, which is: \$19.00.

2-Year Term:

1 st	167 hours = <u>\$10.00</u>
2 nd	501 hours = <u>\$12.00</u>
3 rd	1111 hours = <u>\$15.00</u>
4 th	1111 hours = <u>\$16.50</u>
5 th	1110 hours = <u>\$17.50</u>

End 19.00

5. PROBATIONARY PERIOD

Every applicant selected for apprenticeship will serve a probationary period of 167 Hours.

6. SELECTION PROCEDURES

Job Posting: The job opportunity is posted. This might include, but not limited to, online job boards, workforce development agencies and local educational institutions.



Candidate Selection: Review the applications of all that have applied for the open position. Invite for interview the candidates meeting the minimum requirements for the position.

Offer Of Employment: Select candidate, make an offer of employment.



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Description: During the term of apprenticeship, the apprentice shall receive such instruction and experience, in all branches of the occupation, as the necessary to develop a practical and versatile worker. Major processes in which apprentices will be trained (although not necessary in the order listed) and approximate hours (not necessarily continuous) to be spent in each area as follows:

Tasks	Approximate Hours
A. Read/analyze blueprints for landscape projects; survey landscape site.....	100
B. Adjust landscape design of site for best plant balance and maintenance.....	100
C. Prepare terrain for planting, using hand tools and power-operated equipment.....	300
D. Master soil contour and level grading techniques.....	300
E. Identify standard irrigation materials, lay out, install, test and adjust manual and automatic irrigation systems, install drainage systems	500
F. Prepare soil using fertilizer and additives	200
G. Lay out and install fences, stairs, trellises and decks; make repairs to concrete and asphalt walks and driveways; uses brick, stone and blocks for landscape purposes	500
H. Identify, locate and install plants, shrubs and trees used in landscape projects; stated, ties and waters them	900
I. Seed and sot lawns	300
J. Mulch, fertilize and clean up completed landscape projects; perform general site maintenance;(pruning)	500
K. Maintain and repair tools and equipment.....	100
L. Keep job records and write reports.....	200
Total Hours	4,000



RELATED INSTRUCTION OUTLINE
OCCUPATION TITLE: LANDSCAPE TECHNICIAN
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Related instruction - This instruction shall include, but not be limited to:

	<u>APPROXIMATE HOURS</u>
PLANT IDENTIFICATION	88
1. Trees	
2. Shrubs	
3. Ground covers	
LANDSCAPE CONSTRUCTION TECHNIQUES	80
1. Blueprint reading	
2. Survey site and adjust landscape design to site conditions.	
3. Soil preparation, grading and contouring, equipment operations	
4. Lay out and construct hardscaping including: concrete, masonry, carpentry, fences, stairs, patio covers, trellises, decks, headerboards and mowing strips, waterfalls, fountains, and effects.	
5. Lay out and install manual and automatic irrigation systems.	
6. Plant lay out and installation	
7. Recordkeeping, communications.	
8. Safety.	
LANDSCAPE IRRIGATION	60
Standard and low volume system design	
LANDSCAPE MANAGEMENT	60
<u>Total</u>	<u>288</u>