

## **Job Description**

### **Weed Control Officer (part-time)**

1. Manage ROW herbicide application program to control noxious weeds on township and county roads and if contracted on NDDOT Highways in Bottineau County.
2. Purchase, store and distribute necessary herbicides
3. Purchase and maintain equipment as authorized by the Weed Board.
4. Provide spray crews with necessary equipment and training to safely and legally apply herbicides.
5. Direct the daily schedule of when and where to work.
6. Turn in application records to the Weed Office.
7. After consulting with the Weed Board and/or the Weed Office Administrator, hire or fire employees for cause as necessary.
8. Investigate noxious weed complaints and violations and process as stated in the ND Century Code.
9. Survey the county for noxious and new invading weeds.
10. Be willing to report on ROW control activity to the public and governmental agencies.

***NOTE: If the Weed Control Officer and Weed Department Administrator are the same person, both job descriptions apply.***