

OCCUPATIONAL QUALIFICATION STANDARD

Groundsman, EstQF Level 3

An occupational qualification standard is a document which describes the set of skills, knowledge and attitudes, i.e. competence requirements, needed to successfully accomplish duties. Occupational qualification standards are used for compiling curricula and awarding qualifications.

Occupational title	Level of Estonian Qualifications Framework (EstQF)
Groundsman, EstQF Level 3	3

Part A DESCRIPTION OF WORK

A.1 Description of work
A Groundsman, as someone with tree-climbing abilities, forms part of the work group that performs tree maintenance and tasks related to tree maintenance and planting on the instructions of an arborist. A Groundsman's main objective is to help arborists working on a cherry-picker or with a harness and to ensure the safety of bystanders and property on the ground. The ability to carry out rescue work and provide life-saving first aid are necessary for work as a Groundsman.
A.2 Tasks
<p>A.2.1 Working with clearing saws and chainsaws</p> <ol style="list-style-type: none"> 1. Preparing and planning the job 2. Working with a clearing saw 3. Working with a chainsaw 4. Sawing trunks and handling clearing debris 5. Maintaining work and safety equipment 6. Responding appropriately in the event of an accident <p>A.2.2 Assisting the arborist</p> <ol style="list-style-type: none"> 1. Preparing the work area 2. Ensuring safety in the work area during work 3. Cooperation with the arborist 4. Keeping the work area orderly <p>A.2.3 First aid and rescue work</p> <ol style="list-style-type: none"> 1. Assessing the situation 2. Assessing the victim's condition 3. Bringing the victim down to the ground 4. Providing first aid 5. Reporting the accident
A.3 Work environment and specific nature of work
A Groundsman works in outdoor settings and, if necessary, also at heights. Often, the work takes place in public space, visible to bystanders, where the Groundsman must ensure the safety of the work zone and of the individuals in its immediate vicinity.
A.4 Tools
clearing saws, chainsaws, pruning saws, secateurs, climbing equipment, winches, etc. and appropriate safety equipment compliant with safety requirements

A.5 Personal qualities required for work: abilities and characteristics
The occupation of Groundsman requires a tolerance of heights, good coordination, quick reflexes and good physical condition. Attention and focus are also important, as well as good communication skills, since as part of their work the Groundsman must steer bystanders (pedestrians, drivers, etc.) away from the danger zone and to a safe area.
A.6 Professional preparation
The occupation of Groundsman, Level 3 is usually acquired by completing the respective curriculum at a vocational education establishment; however, the occupational skills required can also be obtained through practical work.
A.7 Most common occupational titles
Arborist's helper, assistant arborist
A.8 Regulations governing profession
Local authorities have the right to impose a demand for professional certification on any arborist working on their territory.

Part B COMPETENCY REQUIREMENTS

B.1 Structure of occupation
All competences (B.2.1-B.2.4) must be certified when applying for the qualification of Groundsman, EstQF Level 3.

B.2 Competences

MANDATORY COMPETENCES

B.2.1 Working with clearing saws and chainsaws	EstQF Level 2
<p>Performance indicators:</p> <ol style="list-style-type: none"> 1. Assesses the site and potential risks arising from it. Chooses the correct work and security equipment in accordance with the nature of the job. Ensures the integrity of the work and security equipment. 2. Works with a clearing saw in accordance with the task and uses ergonomic and safe techniques. 3. Works with a chainsaw in accordance with the task and uses ergonomic and safe techniques. 4. Maintains work and safety equipment as needed and taking into account use and maintenance manuals. 5. Provides initial assistance in the event of an accident, calling for professional help if needed and informing the relevant parties of the accident. <p>Knowledge:</p> <ol style="list-style-type: none"> 1) basics of tree clearing; 2) principles of the manufacturing, use and maintenance of clearing saws and chainsaws; 3) principles of the use and maintenance of security equipment and gear; 4) basics of ergonomics and occupational health and safety requirements; 5) knowledge of environmental protection; 6) basic knowledge of common tree species; 7) basic knowledge of round materials. 	
B.2.2 Assisting the arborist	EstQF Level 3
<p>Performance indicators:</p> <ol style="list-style-type: none"> 1. Fences off and marks the work area and prepares the ground for work. 2. Stops bystanders from entering the work zone. Monitors the work area and warns the arborist of potential danger situations. 3. Agrees upon a way of communicating (whistles, gestures, etc.) with the arborist working on a cherry-picker or rope and follows the instructions given by the arborist. 4. Chooses the correct rope, break system and manner and provides them to the arborist working at the top of the tree. When section clearing, delivers the section safely to the ground in the previously agreed-upon manner. 	

<p>5. Provides the arborist with their tools in a safe and previously agreed-upon manner.</p> <p>6. Plants woody plants according to the arborist's instructions and using the right work techniques. Participates in re-planting woody plants as part of a team, fulfilling the given tasks.</p> <p>7. Performs after-care on planted or re-planted woody plants according to the arborist's instructions and using the proper tools and materials.</p> <p>8. Participates in tree maintenance work as part of a team, fulfilling (on the ground) tasks given by the arborist (passing on tools, setting up equipment, guiding the arborist based on the view from the ground, etc.).</p> <p>9. Cleans the work area and handles clearing debris according to the agreement (shredder, stumpmill, etc.).</p>	
<p>Knowledge:</p> <ol style="list-style-type: none"> 1) traffic safety; 2) tools for and principles of delimiting work zones; 3) types of rope and additional equipment (carabiners, loopbands, etc.) and the principles of using them; 4) methods and techniques of working with/climbing ropes; 5) rigging techniques; 6) planting; 7) objectives of tree maintenance; 8) types of tree maintenance; 9) tools of an arborist; 10) knots and their use; 11) rational work techniques; 12) personal protection equipment; 13) occupational health and safety requirements; 14) methods and tools for handling organic waste. 	
B.2.3 First aid and rescue work	EstQF Level 4
<p>Tegevusnäitajad</p> <ol style="list-style-type: none"> 1. Hindab olukorda sündmuskohal lähtudes enese ja kannatanu ohutusest ning võimalikust õnnetuse põhjusest; maandab järgneda võivate õnnetuste riski ja teavitab päästeteenistust. 2. Hindab kannatanu seisundit visuaalselt, verbaalselt ja/või manuaalselt selgitades esmaabi andmise vajaduse vastavalt vigastuse eripärale. 3. Hindab vajadust ja võimalusi tuua kõrgtööd tegev kannatanu maapinnale. 4. Kasutab kannatanu juurde jõudmiseks tõstukit või ronimissüsteemi ja toimetab võimalusel kannatanu maapinnale kasutades ronimissüsteemi. 5. Annab esmast elupäästvat abi vastavalt oma pädevusele ja vigastuse eripärale või järgib päästeteenistuse juhiseid. 6. Teavitab juhtunust asjakohaseid isikuid. 	

RECURRING COMPETENCES

B.2.4 Recurring competences of Groundsman, Level 3	EstQF Level 3
<p>Performance indicators:</p> <ol style="list-style-type: none"> 1. Considers ethical beliefs and values important and observes the ethical norms of an Arborist (Annex 1 – Professional ethics of Arborist). 2. Adheres to agreements and fulfils their tasks on time and maintaining a high standard of quality. 3. Foresees the consequences of their actions and inaction and takes responsibility for them. 4. Is open to cooperation, takes part in teamwork; communicates with clients and colleagues, acts to achieve the best possible outcome collectively. 5. Follows the principles of environmental protection, including species protection, in their work. 6. Uses a computer at the Independent User level (Annex 2 – Scale of self-assessment in digital competence). 7. Uses Estonian in their work at the B2 level. Is able to communicate in at least one other foreign language at the A2 level (Annex 3 – Language skills level descriptions). 	
<p>Knowledge:</p> <ol style="list-style-type: none"> 1) basics of ergonomics; 2) principles of environmental protection; 3) occupational health and safety requirements; 	

4) meanings of terms used in instructions.

Assessment method(s):

This competence can be assessed as part of the assessment of the other competences listed in the occupational qualification standard.

Part C GENERAL INFORMATION AND ANNEXES

C.1 Information concerning compilation and certification of occupational qualification standard and reference to classification of occupations

1. ID of occupational qualification standard in register of occupational qualifications	16-14022019-01/1k
2. Occupational qualification standard compiled by:	Eve-Viktoria Lasberg, OÜ Sõbra Lilled Sulev Järve, Tallinna Keskkonnaamet Aino Mölder, Luua Metsanduskool Piia Kivisild, OÜ Kivikodu, Viljandi Kutseõppekeskus Arpo Pöld, Revatrin Grupp OÜ Tiit Pajuste, Vesilõigu OÜ
3. Occupational qualification standard approved by:	Forestry
4. No. of decision of Sectoral Council	14
5. Date of decision of Sectoral Council	14.02.2019
6. Occupational qualification standard valid until	13.02.2024
7. Occupational qualification standard version no.	1
8. Reference to International Standard Classification of Occupations (ISCO 08)	6210 Forestry and Related Workers
9. Reference to European Qualifications Framework (EQF)	3

C.2 Occupational title in foreign language

English:	Groundsman, EstQF Level 3
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C.3 Annexes

Lisa 1 [Arborist's code of ethics](#)

Lisa 2 [Scale of self-assessment in digital competence](#)

Lisa 3 [Language skills level descriptions](#)