

Brad Rose

Landscaping Inc.

Job description for the **Landscape Supervisor** position:

Job Description:

Work outside and keep in great physical condition while installing professional landscapes at residential and commercial properties in the greater Capital District. Interact with customers and coordinate other crewmembers to provide optimum services. Assist with the daily Project Management functions and project set up including paperwork. Play a major role in the installation process of high quality landscape installations. Learn and execute proper landscaping techniques and utilize equipment, power tools, small machinery, and hand tools to carry out full service installations and proper handling of all materials. Execute strong attention to detail and personal integrity including working with a team or independently. Each BRL member has great attendance and strong work ethic attitudes. There is a distinguished willingness to learn proper techniques and the correct and safe operation of all hand tools, power tools, and machinery. Will routinely load/unload equipment on trailers and safely transport equipment and materials to job site. Individuals must be physically capable of properly lifting heavy materials on a regular basis.

Duties:

- Oversee and implement landscaping project
- Direct leadership for the installation crew
- Be the “on site” contact for clients
- Assist with Project Management
- Coordinate work site and crew
- Attend AM meetings
- Maintain Accurate Project Paperwork, Records & Receipts
- Direct Project Phases in proper order
- Conduct final inspection upon project completion
- Meet department tasks expectations
- Keep vehicles, machinery, and tools in good repair and working order
- Meet department tasks expectations
- Continuously Improve knowledge, education, & industry awareness
- Availability during winter months to participate in snow removal activities

Requirements:

BRL requires for this position a motivated individual with at least 2-years landscape installation foreman experience or 4 years experience as landscape installer. Strong candidates will be able to work well following instructions from Management and communicating with team members, handling appointed responsibilities and helping others to achieve their goals. Applicants must have a valid driver’s license and excellent driving record to operate company vehicles. Candidate should have good knowledge of shrubs, plants, trees, perennials and landscape material, working knowledge of equipment, good communication skills, clean-cut personality, and willing to work in a TEAM environment. Must be able to complete tasks expressed in the job description and be willing to participate in other activities as deemed necessary by BRL.

Other:

Average 45+ hours/week. Typically from 7:00 AM till 5:00 PM, Monday through Friday. Some Saturdays may be required to accommodate clients’ needs and work around weather conditions

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Requirements for hire:

Education &/or Degree(s):

- 2-years Landscape Installation Foreman experience [OR] 4-years in a landscape support role with a professional organization.

Drivers License:

- Class D License – Regular (Auto, Light Truck, Moped)

Experience & Qualifications:

- Have at least 2 or 3 good previous employment or character references
- Must be able to read – understand – write English
- Must be highly organized and capable of multi-tasking & delegating to others
- Must proficiently communicate with clients and colleagues
- Have good attendance record and be on time for work and appointments
- Logical and technical reasoning skills
- Follow direction & work independently at times
- Strong mathematical skills a plus
- Dedication to BRL objectives
- Subject to pre-placement drug testing and medical examination

Compensation:

- \$16.14 and up based on experience & offering.
- Paid overtime over 40 hours at one and one half regular pay rate ~or~ Salary Position

Benefits after one year of service:

- Paid Holidays ~ after one year of service
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Day
- Earned Paid Time Off (vacation, sick-leave, flexible scheduling) = (8) days for vacation & sick combined.
- Retirement program with a company 3% match

Benefits effective immediately (after probation):

- Incentives Programs
- Work Outdoors
- (5) days paid time off
- Friendly Team Atmosphere
- Variety of Work Locations
- Realization of Accomplishments
- Enjoyable Environment
- Diversity of Work Experiences
- Rewards and bonuses for Accomplishments & Innovations
- Sign on bonus
- Health & Wellness Insurance

(BRL reserves the right to change or amend benefits, job descriptions, duties and responsibilities at any time.)