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Position Title: Landscape Construction Team Leader

Reports To: Production Manager

Position Overview:

The Landscape Construction Team Leader is an experienced Team Member that is knowledgeable in the landscape and hardscape areas with above average knowledge of electrical, irrigation piping and plumbing work. The LC Team Leader can work with minimal supervision. This position directs the activities of two or more Team Members in various sized landscaping and hardscaping jobs.

Essential Responsibilities:

1. Install Landscape plants and hardscaping materials, including retaining walls.
2. Read construction plan and implement the landscape portion.
3. Understands elevations and uses this knowledge to execute the construction plan.
4. Operate proficiently a variety of mechanical equipment, to include, but not limited to, backhoe, skid steer loader, plate compactor, electrical grinders, tiller, sod cutter, drills, gas chop saw, chain saw, jack hammer, plant auger, hand held concrete saw, and blower.
5. Operate automatic and standard transmission vehicles such as Dump Truck, Stake Body, Utility Body and Truck and Trailer combination.
6. Routinely interacts with clients by way of introduction at the beginning of a job, answering questions, responding to client's request, making reasonable changes to the plan and providing a walk through at job completion.
7. Complete necessary paperwork - including time sheets, work orders, change orders, material request and door hangers.
8. Plans and organizes the job, ensuring that sufficient resources and materials are available. This individual is responsible for meeting and/or exceeding our client's expectations and for bringing the project in on time and on budget.
9. Manages a team of two or more members - including, but not limited to, handling personnel issues on site and educating team members on policies and procedures



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10. Assists the Production Manager with performance evaluations for his/her team and makes recommendations for advancement and pay raises within the company.
11. Maintains a clean and safe work environment – including work site, shop, assigned equipment and trucks.
12. Briefs management and makes recommendations on job status, personnel issues and/or client concerns.
13. Maintains assigned equipment.
14. Notifies Production Manager of any needed repair at the end of the work day.
15. Observes all project safety practices. Reports all injuries and occupationally related illnesses immediately to Production Manager.

Knowledge and Experience:

- This position requires a high school diploma or GED, plus two years experience in landscape construction.
- Knowledge of industry terminology and of the different landscape materials.
- Candidate must be able to read and write English.
- Working knowledge of routine landscape construction projects.
- Strong oral and written communication skills, job planning skills and mechanical aptitude are a must.

Certifications:

This position requires that the individual be certified and licensed as follows:

- Posses a valid New Jersey Driver's License, CDL Driver's License preferred, and has a driving record that is insurable by our insurance carrier.
- Obtain a Basic Level Contractor Certification (ICPI or CLP) within one year of accepting this position.
- First Aid / CPR certified



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Work Environment:

Physical Demands

The physical demands outlined are examples of the type of demands the team member will encounter on the job site.

While performing the duties of this job, the team member is required to stand, walk, crouch, stoop or kneel, reach with hands and arms, talk and hear. The team member must regularly lift and/or move up to 80 pounds.

Job Site Conditions

The job site conditions described below are examples of those conditions a team member encounters while performing the essential responsibilities of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential responsibilities.

While performing the duties of this job, team members are regularly exposed to wet and/or humid conditions, outside weather (heat or cold) and moving mechanical equipment.

In addition, Job sites are located on both residential and commercial property. The team member may also occasionally be exposed to the homeowner's pets.

Working Relationships:

The Team Leader will work closely with members of the team, other Team Leaders, Management and clients.