

LANDSCAPING CREW MEMBER JOB DESCRIPTION

A Landscaping Crew Member is responsible for assisting in the building and maintenance of lawns, gardens, parks, private and commercial properties, and other landscapes. The objective is to ensure the customers' outdoor environment looks great throughout the year.

Responsibilities Include

Follow written/verbal directions given by Crew Leader - Uphold the landscaping design and ensure plant growth.

Lawn Installation & Maintenance – Weed eat, spread grass seed & straw. Apply fertilizer to help enhance growth of grass.

Plant Trees, Shrubs, Flowers – must be able to carry heavy objects.

Bed Maintenance – trim, edge mulch, install weed mat & pins, pull weeds, fertilize, water plants.

Construction of walkways, patios, retaining walls using pavers, barn stone, gravel, sand etc.

Build wood structures ie: Pergolas, decks, and water features.

Spring & Fall Cleanup - Remove weeds and dead plants from property, trim and prune overgrown limbs, shrubs and hedges and remove from property.

Daily Site Cleanup - Perform general maintenance duties such as sweeping walkways, removing empty pots & bags, trash. We are duty bound to take care of Mother Earth as we have been put in charge of helping our customers bring out the best of Her in their personal environments.

Loading and Unloading tools, materials & equipment in the proper area of the job site.

Install outdoor lighting systems

Nursery Duty -Every employee will work in the Nursery pulling plants for Landscape jobs, return plants to proper place if returned from job, reattach water emitter to pot or B&B. Loading mulch, sand, gravel, pavers, plants for Nursery Customers.

Perform Routine Maintenance and Repairs to equipment, hand tools, landscape structures, walkways, etc. as directed.

Nightly Clean Out of Trucks - Ensure Return of ALL Tools and Equipment to the Shop on a Daily Basis, unless otherwise instructed.

Stock Truck with needed tools & equipment for Job first thing in the Morning. Fill truck, gas powered equipment, etc. with fuel, check oil. (make sure there is a tarp on every truck each morning)

Report any issues on the job site to the Crew Leader immediately

The Crew Leader is in charge of all equipment and materials for each job. If the Crew Leader gives verbal instructions to crew members to load tools and equipment, and the employee fails to do so, that person will use his/her lunch break to go get the items left at the job site. If verbal instruction is not given by the Crew Leader, then the responsibility of retrieval will fall on the Crew Leader to retrieve forgotten items.

Personal Gear

You are required to bring your own lunch and plenty of fluids for daily hydration.

You are responsible for your own set of gloves, sunglasses, sunscreen, work boots and appropriate clothing for the job and weather to include rain gear and warm winter clothing.

Boyles will provide you with one shirt. You may purchase additional shirts, hoodies, hats, etc.

You are required to wear Boyles clothing while on the job site.

Requirements and Skills

Proven work experience

Must be able to operate maintenance equipment, including lawn mowers, leaf blowers, hedge trimmers

Operate heavy machinery

Basic understanding of trees, plants and grasses

Knowledge of pest management and basic lawn maintenance

High attention to detail with excellent organizational skills

Good stamina and physical health to work outdoors for extended periods of time

Must be able to lift heavy objects

Must be a Team Player

High school diploma or equivalent preferred

Clean driving record

Candidate will possess pride and respect in oneself, work ethic and associates.

SCHEDULE, CALENDAR, DAYS OFF, APPOINTMENTS

Consistency in Nursery Crew Members' days of availability is preferred. In Season, each team member will be required to work one Sunday per month. If you cannot work a particular day of the week, please notify office manager at least one week in advance and write it down on the Calendar. If you need time off for a personal appointment and wish to return to work afterwards, please notify office manager one week in advance and enter the approximate times you will be unavailable. Clock out then back in when you return. One half hour per shift is allotted for lunch and two fifteen minute breaks. It will be deducted from your time automatically. You are responsible for keeping your hours and submitting them to the Crew Leader and Office Manger on a daily basis.

No Show No Call is cause for Immediate Dismissal.

PROBATIONARY PERIOD

There is a forty-five-day probationary period. You will receive a review at the end of that time. Monthly incentives and seasonal bonuses, based on performance, may be discussed at this time.

This is what we expect from you and what you can expect from us. Relationships without rules creates chaos.

This is a Drug Free Work Environment.

Use of ANY mind-altering substance on the job is cause for immediate dismissal.

I have read this Job Description and agree to the duties and responsibilities set forth.

Name

Date