



Living Hardscapes Inc.

Hardscape Design & Install

Foreman/Supervisor – Landscape Construction

Reports to: Owner

Summary:

The Landscape Construction Foreman/Supervisor is responsible for overseeing all on-site aspects of landscape construction projects.

Core Capabilities:

- Customer and quality focus
- Effective communication skills (both verbal and written)
- Teamwork
- Excellent problem-solving abilities
- Responsibility and dependability
- Ethics and integrity

Job Duties:

- Manage the execution of construction projects, planning labor requirements, equipment requirements and material deliveries and timing to ensure completion of job(s) within project deadlines
- Manage safety, quality and productivity of work at sites and/or shop/yard
- Assist in the preparation of jobsites prior to the beginning of a project
- Supervise, coordinate, and schedule the day-to-day work activities of a landscape construction crew of 2 to 5 employees
- Delegate job tasks to appropriate crew members to assist in the completion of landscape constructions

- Participate in recruitment activities by conducting secondary interviews with potential job candidates
- Conduct on-site orientations with new employees and employees in new positions, which cover all company health and safety policies, practices, and procedures
- Operate various tools and equipment, including heavy equipment, chainsaws, jackhammers, laser levels, measurement equipment, shovels, hammers, drills, etc.
- Assist in the construction of retaining walls, paver patio, walkways, fire features, water features, etc.
- Perform preventative maintenance on tools and equipment by conducting inspections, lubricating, and cleaning daily
- Read and interpret blueprints, structural drawings, and specifications to delegate/complete work activities
- Meet with subcontractors and supervise quality, efficiency, and deadlines
- Complete and submit all required paperwork daily, including daily site meeting logs, crew daily forms, equipment daily inspection forms, attendance tracking, time and materials billing summaries, requests for time off, etc.
- Comply with all company policies and regulations
- Maintain and enforce standards of cleanliness and organization in assigned trucks, trailers, equipment, jobsites, and shop/yard areas
- Ensure that all work activities are carried out in a safe and efficient manner, and that all crew members are following government and company PPE standards
- Enforce and work in accordance with all local health and safety laws and regulations at shop/yard and on jobsites
- Employee training
- Communicate with customers in a polite and courteous manner

Requirements:

- High School Diploma, GED or equivalent
- 5-7 years' experience in the landscape construction industry with at least 2 years in a supervisory role
- Capable of operating required equipment and tools in a safe and responsible manner
- Effective communication skills (both verbal and written)
- Ability to work under pressure and tight deadlines
- Time management skills
- Ability to read and interpret blueprints and specifications
- Must possess a valid driver's license
- Extensive Knowledge of specific construction processes, protocols, materials, methods, tools and equipment required to complete various landscape construction projects
- Speak, read, and write English
- Carry and use a smart phone or data-enabled device for communication and reporting
- Must pass a pre-employment drug test

Work Conditions:

- Ability to work with hand tools, power tools, small engine equipment, heavy equipment, and materials
- Ability to lift a minimum of 65 lbs. repeatedly through an entire work shift
- Ability to work in a fast-paced environment
- Excellent stamina is required
- Work near heavy equipment and other vehicles on a regular basis
- Work outdoors in various conditions including heat and humidity, rain, dust, noise, and cold
- Flexible working hours including occasional weekend work

Compensation:

- Hourly Pay: \$22 - \$35 Per Hour
- Annual Salary: \$45,760 - \$72,800
- Overtime pay
- PTO
- Training Opportunities
- Potential for Performance Bonuses

Additional Compensation for Out-of-Town Projects:

- Travel Pay
- Per Diem
- Accommodations
- Mileage Reimbursement