

INSTALLATION FOREMAN

Job Description: The Installation Foreman is accountable for interpreting residential and commercial landscape and hardscape design plans and leading a 3–4-person crew in the installation of these projects. This includes comprehensive management of the crew, equipment, materials, tools, tasks, and paperwork. The Foreman ensures job site safety and a high quality of landscape installation work, developing and maintaining strong relationships with their crew, landscape designers and clients. This position reports to the owner.

Job Responsibilities: The Installation Foreman is responsible for all aspects of the Maintenance department, including:

- As part of the company leadership team, set goals, develop strategies, and implement systems that drive profitable company growth.
- Accurately tracking and documenting job expenses, material costs, and labor hours of work for both client records and billing and drive team productivity to improve profitability.
- Ensure that landscape installation projects are completed on time and within budget.
- Supervise the work of landscape installation crew and ensure that all work is performed to company standards.
- Interact with clients onsite to ensure that their expectations are met or exceeded.
- Monitor stock levels of landscaping materials and work with leadership to order materials as needed
- Completing other tasks and special projects, as assigned.

Requirements: The ideal candidate will be self-motivated, organized, and eager to take on responsibility and grow with Professional Landscape Services, Inc. In addition, he or she will possess:

- Excellent written & verbal communication, organizational skills, and attention to detail. Bilingual preferred.
- 3+ years' experience in landscape/hardscape installation, with experience leading a team.
- Ability to read plans and drawings to bring projects to life.
- Open availability including long days, evenings, and weekends during peak seasons.
- Possess a Valid US Driver's License and medical card.
- Authorized to work in the US.
- Pass a drug and background check.
- Experience safely and expertly operate machinery and drive all sizes of trucks and trailers.
- Strong desire to learn and develop more skills and grow within the company.

Compensation Package:

- Hourly Wage commensurate with experience.
- The option to participate in the company health insurance plan.
- Paid company holidays and additional paid time off.
- 401k retirement plan with employer match.