

Grunder Landscaping Company

Job Description

Position Title: **Hardscape Team Leader**

Reports To: **Director of Hardscaping**

Position Overview

The hardscape team leader is an experienced employee in construction, basic electricity, basic plumbing, and works with minimal supervision. This position directs the activities of a team of two or more in the construction of paver patios, retaining walls, garden ponds, and low-voltage lighting.

Essential Responsibilities

1. Installs paver patios; stone, wood, or segmental block retaining walls.
2. Installs garden ponds.
3. Installs low-voltage landscape lighting.
4. Reads landscape design prints and implements the landscape construction plan.
5. Understands elevations and uses this knowledge to execute the construction plan.
6. Operates, proficiently, a variety of mechanical equipment, including bobcats, back hoes, dingos, plate compactors, stone grinders, drills, gas and electric chop saws, demolition hammers, and jack hammers.
7. Operates automatic and stick shift vehicles, such as dump trucks and truck and trailer combinations.
8. Routinely interacts with clients by way of introductions at the beginning of a job, answering questions, responding to client's requests, making reasonable changes to the plan, and providing a walk-through at the job's completion.
9. Completes the necessary paperwork including timesheets, work orders, change orders, material requisitions, and client tickets.
10. Plans and organizes the job, ensuring that sufficient resources and materials are available. Also ensures that job is completed in the most time-efficient manner.
11. Manages a team of two or more employees, including handling personnel issues on site and training employees on policies and procedures.

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12. Maintains a clean and safe work environment, including work site and equipment.
13. Briefs supervisors and make recommendations on job status, personnel issues, or client concerns.
14. Helps with snow removal during the winter months.
15. Maintains assigned equipment and notifies mechanic of needed repairs.
16. Occasionally applies chemicals under the direction of licensed custom applicator.

Knowledge and Experience

- This position requires a high school degree or GED, plus one year's experience in the hardscaping field.
- Candidate must be able to read and write.
- The successful individual will have a working knowledge of standard construction practices, basic understanding of electricity and basic piping and plumbing concepts.
- Strong oral and written communication skills, math skills, job planning skills, and mechanical aptitude are a must.

Certifications

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

- Obtaining a Basic Level Contractor Certification (ICPI) within one year of accepting this position.
- Commercial Driver's License (CDL)
- First aid / cardio-pulmonary resuscitation (CPR)

Work Environment

Physical Demands

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

While performing the duties of this job, the employee is regularly required to stand; walk; crouch; stoop or kneel; reach with hands and arms; talk; and hear. The employee must regularly lift and/or move up to 80 pounds. Specific vision abilities required by this job are dictated by the CDL requirements.

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Job Site Conditions

The job site conditions described below are examples of those conditions an employee 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, the employee is 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 employee may also occasionally be exposed to the homeowner's pets.

Working Relationships

The employee will work closely with members of the team, other team leaders, department heads, and clients.