



605 CHANTLER RD,
FENWICK, ONTARIO, L0S 1C0
PHONE 905.892.9690
www.snips.ca

Job Posting - Landscape Maintenance Lead Hand

Summary:

The Landscape Maintenance Foreman is responsible for performing a variety of work tasks in order to manage the timely completion of grounds maintenance service contracts. The grounds maintenance foreman will be required to supervise a crew of laborers and operate a variety of tools and equipment to carry out specified job tasks, as well provide daily progress reporting on job time and cost data.

Core Capabilities:

- Customer and quality focus
- Effective communication skills (both verbal and written)
- Team work
- Excellent problem-solving abilities
- Responsibility and dependability, ethics and integrity

Job Duties:

- Plan and manage the loading/unloading of trucks and trailers in the AM and PM including all daily labor, equipment and materials required to complete daily objectives
- Cut grass, trim edges, clean up refuse, blow trimmings, fertilize and water turf areas and perform other lawn care duties.
- Weeding, pruning, deadheading and general garden bed maintenance.
- Move and install soil, mulch and plant material to assist with the construction of landscape gardens and related areas
- Spray and dust areas to control insects and or weeds
- Operate power equipment including, but not limited to, lawn tractors, lawn mowers, line trimmers, blowers, hedge trimmers, pruning saws, sod cutters, chain saws, and snow blowers
- Supervise the work of crew members to ensure proper safety, quality, and productivity
- Identify any work hazards and relay information onto proper authorities
- Inspect all work for quality to eliminate the need for return visits and/or re-work due to quality or customer satisfaction issues
- Train crew members on proper and safe job methods
- Hold Safety Toolbox Meetings once a week for their crew
- Make sure all equipment is on board and properly strapped down after each site
- Delegate who cuts/trims at each site, making sure people alternate – no one should be on a mower all day
- Call office/management in situations needing immediate attention

Landscape Maintenance Lead Hand

- Make sure incident and equipment reports are filled out when necessary
- Notify management of any issues with staff and when termination, warnings, or suspensions are required
- Refuel truck at the end of the day
- Conduct daily inspections and maintenance on vehicles, tools, and equipment
- Assist in other job-related duties including construction projects, shop and yard maintenance, vehicle and equipment maintenance
- Complete and submit all required paperwork on a daily basis, including: daily time and service record forms, equipment daily inspection forms, attendance tracking, requests for time off, etc.
- 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 in compliance with government and company PPE standards
- Comply with all company policies and regulations
- Work in accordance with all local health and safety laws and regulations
- Communicate with customers in a polite and courteous manner

Requirements:

- Complete Greenius training modules assigned
- Smart phone, tablet with sufficient data package to perform LMN
- Capable of operating required equipment and tools in a safe and responsible manner
- Effective communication skills – must be able to carry out verbal instructions, read labels and signs, complete daily reports to office and/or customers
- Time management skills
- Knowledge of specific materials, methods, tools and equipment required to complete various landscape/construction practices
- Ability to work both independently with little supervision, and as part of a team
- Ability to walk, stand, crouch for long periods of time and carry out strenuous physical tasks
- Valid driver's license and safe driving record

Work Conditions:

- Ability to work with hand tools, power tools, small engine equipment, and materials
- Understand the OHS laws and regulations related to the work they supervise
- Ability to lift a minimum of 50 lbs. repeatedly through an entire work shift
- Ability to work in a fast-paced environment
- Requires good manual dexterity
- Excellent stamina is required

Landscape Maintenance Lead Hand

- 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

Site Specific Responsibilities:

- Fuel all machines up at the start of each site and carry extra trimming line at all times
- When using the mower, lower throttle before: shutting off blades, driving through parking lots, and loading machines onto trailer
- Wear Safety glasses when trimming (CSA Approved)
- To be responsible for the assurance of the proper PPE being worn at the jobsite
- Cut and trim **all** areas of the property, unless area is a swamp and you will do more damage
- Trim around all obstacles, trees, poles, building, fence lines, crack-weeds, etc.
- Take turns trimming and using other equipment
- Sweep/blow walkways and driveways clear at end of each visit
- Do not use receptacles at sites to throw out grass clippings *but* please use on site garbage for litter you pick up at that location
- Always ensure safe work practises and ask Management if not sure of anything

Work Uniform

- Clean beige to brown pants
- Clean Snips T-shirt, sweater, jacket and hat (no others will be accepted)
- Secateurs or pruners (a holster is recommended)
- CSA approved steel toe boots
- CSA approved safety glasses
- Hard hat and safety vest
- At the start of the season, you will be supplied with one pair of safety glasses, a safety vest and a hard hat. If you damage or misplace you will be responsible to replace as part of your uniform.
- Smart phone with data package