



ORGANIZATION: Pro-Land Landscape Construction Inc.

JOB TITLE: Foreman

JOB CATEGORY/DIVISION: Outdoor Landscape Construction Division

JOB TERM: Full-Time

LOCATION: Office Brampton; Yard Bolton; Work sites in GTA

SALARY: Based on experience; competitive rates and benefits

Are you a motivated and organized individual? Do you want to be part of a professional exciting team performing quality landscape constructions projects? If so, please submit your candidacy outlining your skills, knowledge and abilities to Pro-Land Landscape Construction to manage your own crew and be part of an award winning team. **SUMMARY OF POSITION:** You will work with crews and manage/lead the execution of Landscape Construction projects including planning labour/equipment requirements and coordinate material deliveries with the Construction Manager to ensure the completion of projects within budget and timelines;

QUALIFICATIONS: Minimum 5 years' experience managing a crew of employees;

- Excellent understanding of interpreting landscape drawings, scale and scope for execution;
- Excellent understanding of grading;
- Good oral and written communication skills to instruct employees/trades and complete reports;
- Excellent customer service skills to deal with clients;
- Good understanding of budgets and project management to ensure timelines are met;
- Ability to operate landscape equipment including but not limited to heavy equipment (skid steer, excavators), tempers, hand tools, laser levels, measuring equipment, drills, saws, etc.
- Good understanding of the Occupational Health and Safety Act to ensure a safe work environment, hold tool box talks and enforce the company health and safety policy.
- Excellent understanding of landscape materials for hardscape and softscape materials and installation procedures;
- Excellent understanding of building codes and city by-laws in the GTA;
- Must possess a valid driver's license;

PRIMARY RESPONSIBILITIES: Manage safety, quality and productivity of work at sites and/or yard; Assist in the preparation of jobsites prior to the beginning of a project with Construction Manager; Supervise, coordinate, and schedule with the Construction Manager the day to day work activities of a landscape construction crews; Delegate job tasks to appropriate crew members to assist in the completion of landscape constructions; Conduct and train 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 but not limited to: heavy equipment, tempers, laser levels, measurement equipment, shovels, hammers, drills, excavators, Case, etc.; Assist in the construction of hardscape and softscape projects; Perform preventative maintenance on tools and equipment by conducting inspections, lubricating, and cleaning on a daily basis; 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 on a daily basis, 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; 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 standard; Responsible for assisting in inventory control measures of materials, equipment & tools; Advise and suggest improvements with regards to procedures and tools to help increase production and cost savings capacity; Act in a professional manner using tact and diplomacy at all times when representing Pro-Land Landscape Construction Inc.; May be required to perform additional responsibilities as assigned;

HOW TO APPLY AND START DATE: PLEASE SUBMIT YOUR COVER LETTER/RESUME ELECTRONICALLY TO FRANK@PROLAND.CA OR FAX TO: 905-799-6125; START DATE: ASAP; ONLY THOSE QUALIFIED WILL BE CONTACTED;