



JOB DESCRIPTION

Position:

Assistant Landscape Ecologist/Project Manager - Residential

Purpose:

The Assistant Landscape Ecologist will assist our residential team with the installation and management of residential and commercial landscape projects. This position will primarily be on-site and work alongside the teams under their supervision.

Job Duties:

Job functions may vary daily and may extend beyond the list below:

- Supervising crews of 2-10 employees
- Design and installation of high-quality landscape and irrigation systems
- Design and installation of large-scale boulder and cut rock landscapes.
- Communicating project needs to the Project Manager (PM)
- Manage schedules and supervise crew leads.
- Meet with clients, develop bids and manage projects from design to installation to maintenance.
- Communicating crew time and progress to the PM daily
- Operating trucks, equipment and maintaining as required for safety and efficiency.
- Assist with project planning and logistics, and record keeping.
- Other duties as required.

Education and Experience Requirements:

- 5 years prior experience in landscaping or outdoor land management
- 2 years prior experience in a supervisory role

Qualifications and Required Skills:

- Valid Texas Drivers License and “clean” driving record.
- Must be able to lift fifty (50) pounds for brief or extended periods.
- Must be able to work outdoors throughout the year.
- Strong attention to detail and organization
- Highly Motivated with strong work ethic
- Strong Communication Skills
- Bilingual English/Spanish

Preferred Skills:

- Operating backhoe, skid loader, trailers, and other construction equipment
- Skilled safe operation of skid loader and/or backhoe
- Interest in native plants, irrigation installation and arborist work

Working Conditions:

- 10-25% of time in this position will be spent in an administrative setting (responding to leads, creating bids, documentation, general admin)
- 50-75% of time will be coordinating on site work materials, leading, assisting, and supervising crew, meeting with clients, or traveling to current work sites to oversee job performance.
- 5-10% of time will be in transit, either private vehicle, or a company fleet vehicle

Hours:

- This will be a Monday-Friday position, from 7:30am-3:30pm. Hours may vary due to seasonal and business needs.

Wage/Salary:

- The starting wage for this position is \$25 per hour, based on experience.

Benefits:

- This position is eligible for full-time benefits including paid time off, holiday pay, healthcare, retirement accounts and other benefits as outlined by the employee handbook.

Reporting Duties:

- This position will report to Lead Residential Project Manager and the Vice President.