

Lawn Care Foreman

Joe Cappel Lawn & Landscape is looking for a highly self-motivated and extremely responsible individual with leadership and decision-making abilities to join our team in the position of Lawn Care Foreman. If you love the great outdoors, take pride in your work, and desire to make people happy with the professional quality of your service, we would like you to join our team. We have provided lawn and landscaping services in the Greater Cincinnati area for over 20 years. We require a person who can represent our tradition of providing quality service to our residential, HOA, commercial, and municipal clients.

Requirements and Qualifications:

1. 18 years of age.
2. Drug free.
3. Valid Driver's License.
4. Clean driving record and pass DOT physical.
5. Excellent work attendance history.
6. Positive attitude, and good work ethic.
7. Good communication skills.
8. Customer service oriented.
9. Manage crew as team player rather than boss.
10. 2-year experience operating commercial lawn equipment.
11. 2-year experience running a crew.
12. Computer skills. (Word, Excel)

Job Responsibilities:

1. Be involved in every aspect of the Lawn Care Division in a capacity that enables us to be as productive, efficient, and profitable as possible, always keeping in mind that the quality of our work is the reason we retain existing (and acquire new) clients.
2. Areas in which you will be involved daily include but are not limited to:
 - Communication - Be able to communicate in professional manner with clients, fellow employees, and management.
 - Crew Leader - Run a crew daily, keeping the production tasks on time and completed to exceed the expectation of the customer.
 - Customer Relations - Communicating effectively and honestly with clients to ensure smooth operations and their satisfaction. Handle any client complaint within your department with empathy and positive remedy, making sure that customer is happy.
 - Estimates - Be able to estimate jobs accurately and profitably, including pricing an "up sell" on job site, and by documenting customer meetings with all relevant details.
 - Performance – Document employee performance and job times. Ensure employees follow operational safety procedures.
 - Planning – Be involved in planning, setting seasonal goals, and sending renewal letters to current clients for the next year. Review and evaluate time and cost of current clients for following season adjustments.
 - Scheduling – Route and schedule jobs efficiently and profitably, keeping projects on budget and ensuring completion in allotted time.
 - Staff - Assist in employee performance evaluation, hiring, and dismissal of lawn care crew members when necessary.
 - Training - Train new employees as well as select and train existing crew member to assume your duties in your absence.

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3. Be a Team Player – Understand that working in a small business means everyone is a team player and must fill different roles. In addition to your “Regular Job Responsibilities”, you will probably need to help in the landscaping division, maintain equipment, work on greenhouse projects, etc. when necessary.