



Job Posting

Position: Landscape Construction Foreperson

Reports to: Operations Managers, Design and Construction Department

Works With: Department Personnel, Department Managers, and Office Personnel

Position Summary / Chief Position Goals:

This position is responsible for directing the day-to-day activity of all crew members and has overall responsibility for the successful planning and execution of landscape projects including softscape, hardscape, irrigation, drainage, lighting, water features and flat work. Individual is responsible for timely, courteous, and efficient response to clients' and managements' needs. Will be responsible for managing a crew to achieve all productivity, revenue, safety, and company policy issues. Must maintain complete, accurate and timely records for the company and comply with all governmental regulations. Responsible for the safety, care, and proper utilization of all company assets and crew members. Successful candidate must have the ability to work closely with managers, sales designers, crew members and clients. Candidate must possess excellent communication skills, both written and verbal. Bilingual communication a plus.

Supervisory Responsibilities:

This person must be able to manage a crew. Will be responsible for interacting with management, design team, sub-contractors, vendors and office personnel to implement and achieve corporate objectives.

Duties & Responsibilities:

- Represent the company's best interest in all interaction and communication with clients, vendors, sub-contractors and co-workers.
- Work with personnel, materials, and resources to complete projects on budget and on time, meeting our clients' expectations.
- Work closely with Construction Manager and landscape designer to interpret and implement project designs.
- Manage crew members to ensure safety and care of clients' property as well as the company's vehicles and equipment. Ability to share knowledge and provide training in the field.
- Has knowledge of, adheres to, and ensures the proper utilization of company policies and regulations (i.e. safety, water restrictions, and regulatory compliance issues).
- Coordinate ordering and delivery of materials to job site or other necessary locations.
- Communicate and coordinate accurate, timely and understandable paperwork and information flow with appropriate personnel including time sheets for payroll purposes.
- Constant goal to improve efficiency and effectiveness of operations and quality of work completed.
- Work with crew towards the smooth and timely achievement of all client service objectives.
- Attend safety and company training and be able to operate and maintain company machinery and hand tools.
- Adheres to company and governmental policies and regulations including DOT and fleet maintenance requirements.
- Maintain company vehicle (keep clean and organized), complete all necessary DOT vehicle logs, and report any damage or problems to mechanics.
- Snow removal operations.
- Be well organized and professional in appearance and action.
- Brief supervisors and others as necessary on job status, personnel issues or customer issues.

Preferred Qualifications:

- 5+ years of field experience within a residential landscape environment.
- Possess horticultural or strong plant knowledge background, be highly detailed and take pride in his/her work.
- Bilingual communication a plus.

Required Qualifications:

- A passion and pride for the Green Industry. A commitment to providing “only the best” landscaping services to clients.
- High School diploma, college degree and/or industry certification.
- Five years experience in all types/phases of landscape construction.
- Three years of crew management experience.
- Must possess a valid Colorado Drivers License.
- Strong communication skills, both written and verbal.
- Basic reasoning and time management abilities to coordinate effective completion of tasks.
- The ability to multi-task and handle frequent interruptions.

Work Environment:

While performing the duties of this job, the position is regularly exposed to outdoor environmental conditions including extreme hot and cold conditions. Heavy lifting, bending, and crawling may be required. Noise levels in the work environment are moderate. Due to seasonal nature of work, some peak load situations with time sensitivity may arise.

About the Company:

Designs By Sundown is an award-winning residential landscape architecture, construction, and maintenance company serving the front range of Denver for more than a quarter century. The company is dedicated to exceeding clients' expectations by providing uncompromising quality and workmanship combined with a responsive and knowledgeable staff. That philosophy has propelled the company to become one of Denver's most recognized and respected names in the industry.

Employees of Designs By Sundown are committed to excellence and have a passion and enthusiasm for the landscape industry. Only qualified applicants at the top of their field who possess the same passion and enthusiasm for this industry and take pride in their work need apply. Visit www.designsbysundown.com to learn more about the company and see examples of our work.

Please send resume via email to careers@designsbysundown.com or mail to:

Designs By Sundown
Attn: Human Resources
4501 S. Santa Fe Drive
Englewood, CO 80110
No phone calls please.