

KALAGAN OUTDOOR DESIGN

LANDSCAPE CONSTRUCTION FOREMAN

Kalagan Outdoor Design is currently looking to fill all positions for our crews. These positions are to support our skilled trades in the construction of landscape projects; from artificial turf and putting greens to retaining walls and paver patios. Candidates should have a desire to work outdoors in a fast paced team atmosphere as well as possess an eye for detail and take pride in their work.

The Landscape Construction Foreman is responsible for leading and coordinating the on-site construction team to ensure the successful implementation of landscape projects. This role involves hands-on work, supervision, and effective communication with project managers, clients, and team members.

Daily tasks will include but are not limited to:

- **Oversee multiple worksites**
 - Divide your time efficiently in order to be on the sites that need your immediate supervision.
 - This does not mean intervening with the scope of work taking place on site at any given time. This refers to ensuring that the team on site has the tools, materials and knowledge to perform the task(s) at hand.
- **Delegate labor to sites as needed.**
 - We want to ensure that there is as much congruence as possible and labor is not bouncing needlessly from site to site. However there are times, generally at the beginning or the end of projects where labor can be reassigned to other sites.
 - Leads will be delegated by either Robb or myself.
- **Review job scopes prior to jobs commencing.**
 - Making suggestions as to asset and crew allocation as well as any deficiencies in the design.
 - Consider safety measures as they pertain to the project.
- **Assist in creating efficiency in the workflow. This may include:**
 - Truck deliveries

- Equipment rentals
- Material deliveries/receiving
- Equipment sharing between crews
- Labor allocation
- **Oversee Quality Control of all projects**
 - Ensure that the processes on site are in line with our SOP's
 - Ensure that the quality of work being completed is up to the standards of Kalagan Outdoor Design
 - Ensure that the management team is aware of all necessary changes that may need to occur prior to them occurring.
- **Communicate change orders to the sales team**
 - Carefully document all change orders that are requested by the client. These must be sold and approved by the sales team prior to their implementation.
- **Checklists/Audits**
 - Daily toolbox talk submitted daily
 - Project commencement checklist submitted at the end of the first day of each project
 - Project completion checklist submitted at the completion of every project
 - Completing truck audits
 - Completing site audits
- **Receipt tracking and Returns**
 - Ensure that receipts are collected on a daily basis and put into their designated folder no later than the following morning
 - Ensure that excess materials are accounted for and returned.
- **Project Reporting**
 - Ensure that leads are sending their project reports and photos daily.
 - Send a foreman daily report every day which will include:

These positions do come with the opportunity for advancement and specialization into specific landscape applications as well as operating equipment and driving company vehicles.

Expectations

- Hardworking and driven
- Ability to mitigate conflict
- Ability to train, motivate and inspire their teams
- Able to work independently as well as part of a team
- Positive attitude and willingness to learn
- Punctual and reliable

What Kalagan Offers

- Opportunities for advancement

- Self guided training and learning portals as well as hands on training in the field
- Competitive wages and benefits packages
- Bonus program
- A fun and exciting work environment

Perks

- Company events
- Quarterly Team Breakfasts
- Employee lounge with TV, stocked fridge and snacks, arcade games, foosball
- Unique learning experiences
- Company vehicle for work utilization only

Job Types: Full-time, Permanent

Wage: \$40.00-\$50.00 per hour

Benefits:

- Company events
- Dental care
- Extended health care
- On-site parking
- Paid time off
- Vision care

Schedule:

- 10 hour shift
- Day shift
- No weekends
- Overtime

Supplemental pay types:

- Overtime pay
- Quarterly bonuses

Experience:

- Minimum 5+ years of landscape construction experience
- Minimum 5+ years of equipment operation experience
 - Proficient operating skid steer
 - Proficient operating excavator
- Minimum 3+ years in a leadership role

License/Certification:

- Drivers License (required)
- First Aid Level 1 (required)

Shift availability:

- Day Shift (required)

Work Location: In person

By signing below you agree that you have read and understand the above description of roles and responsibilities which are required of you as well as your expectations of KOD. It also means that you intend to perform these roles and responsibilities to the best of your abilities.

MANAGEMENT (Print and Sign)

DATE

TEAM LEAD (Print and Sign)

DATE