



741 N. Monterey Street Gilbert, AZ 85233  
Phone: 480-545-9755 | Fax: 480-545-8020  
www.CaretakerLandscape.com  
ROC 080472/C5274E

## **Caretaker Continues to Grow!**

At Caretaker we're all about our team, our partners, doing the right thing, working hard and having fun. If this sounds like a team you would love to be a part of or feel you are the right candidate, please submit your inquiries and/or resumes to: Human Resources at [careers@caretakerinc.com](mailto:careers@caretakerinc.com) .

### **Landscape Construction Laborer**

#### **Classification**

Non-Exempt

#### **JOB DESCRIPTION**

##### **Summary/Objective**

We currently have a full time position available for Landscape Construction Laborers. This position is responsible for performing a variety of unskilled and semi-skilled landscape tasks.

##### **Essential Functions**

The examples of functions listed in this job description are representative, but not necessarily exhaustive, of any one position in this job classification. Management may assign other functions not listed herein at its sole discretion.

- Using hand and/or power tools or equipment to perform a wide range of landscape and irrigation duties
- Plants vegetation as instructed, grads, digs, spreads DG and rakes
- Follows directions from the Crew Leaders; performs landscape construction functions
- Clears trenches, digs holes, and performs handwork as necessary using a pick, shovel, or other hand tools
- Ensures work is performed to the company's and customer's expectations
- Finishes the work efficiently thereby improving gross margin
- Recognizes areas for improvement in the landscape and communicates this to the Crew Leader
- Maintains tools and equipment to ensure safety
- Performs general clean up at the work site
- Thinks ahead and completes tasks efficiently
- Attends safety meetings
- Demonstrates the ability to work independently
- Communicates well with others using basic English or Spanish
- PPE usage required at all times
- Plants vegetation as instructed
- Provides excellent service (e.g., accurate, complete, and timely) to clients, work-site partners, and company staff in a courteous and efficient manner

#### **Competencies**



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- **Safety:** Performs all job functions safely; complies with all safety policies, procedures, and standards (e.g., PPE, proper lifting, wears seat belt when in a vehicle); reports all safety-related incidents to supervisor immediately; attends all safety meetings.
  - **Punctuality, Attendance, and Appearance:** Shows up to work each day on time; completes all tasks within time expectations; adheres to company dress code policy; wears clean clothes to work each day; follows inclement weather policy and attendance policy and procedures.
  - **Customer Service:** Consistently exceeds customer expectations by working efficiently and ensuring that all job quality standards are met; maintains a pleasant, positive, and professional disposition to all customers; is friendly at all times.
  - **Interpersonal Skills:** Treats others with respect, collaboration, and support in such a way that work relationships are improved and morale is increased; communicates well with others.
- Supervisor Responsibility

### **Work Environment**

- Ability to work in extreme conditions-temperatures may exceed 100 Degrees Fahrenheit
- Ability to work in direct sunlight for extended period of time

### **Physical Demands**

Ability to lift and carry 40 lbs (mulch, fertilizer, etc.)

Ability to bend, stoop and twist continuously throughout the day

### **Position Type/Expected Hours of Work**

Work 8+ hours per day with applicable breaks x 5 days/week (some overtime/weekend work required)

### **Travel**

This position will require in state and out of state business travel based on business needs.

### **Required Education and Experience**

#### Knowledge Areas:

Safe work practices; proper watering techniques; proper operation of light landscape equipment and tools; various plants and their proper care; watering techniques; soil preparation and conditioning; PPE; basic mathematics; basic English or Spanish; and company customer service objectives, norms, and strategies.

#### Skills:

Use and maintain hand tools (e.g., pick, shovel, rake, broom) properly and safely; use all PPE as required; plant various types of vegetation (e.g., trees, shrubs, and ground cover) properly; work independently; communicate and follow directions appropriately; time management to show up for work punctually and complete tasks efficiently; communicate using basic English or Spanish; work well with others; and provide excellent customer service by ensuring clients' needs are fulfilled in an accurate, complete, and timely fashion by demonstrating courtesy, efficiency, and professionalism.

Work Authorization/Security Clearance



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**AAP/EEO Statement**

- Caretaker is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants.

**Other Duties**

- Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Signatures**

This job description has been approved by all levels of management:

Manager \_\_\_\_\_

HR \_\_\_\_\_

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_

This employer participates in E-Verify.

Caretaker is a drug free and Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants