



JOB DESCRIPTION

Position Title	Department	Reports to
Landscaper Assistant		Owner
Employment Status	FLSA Status	Effective Date
<input type="checkbox"/> Temporary <input type="checkbox"/> Full-Time <input checked="" type="checkbox"/> Part-Time	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt	5/02/2020

POSITION SUMMARY

The Landscaper Assistant is responsible for performing tasks involving physical labor on landscaping team. The person in this position may operate a variety of hand tools, clean and prepare sites, trim natural environments, dig trenches, clean up debris and remove waste materials.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The essential functions include, but are not limited to the following:

- Performing a variety of tasks and assigned work duties involving strenuous manual labor in outdoor projects and worksites
- Maintaining a clean job site; picking up all tools and equipment and secure job site each day in order to eliminate potential hazards
- Loading and unloading trucks and hauling and material handling and storage
- Assist with required light maintenance of equipment
- Maintaining personal health and sanitation standards
- Reading and interpreting safety/employment manuals and other work-related documents
- Complying with safety regulations and a maintaining clean and orderly facility
- Ensuring that proper safety and incident reporting procedures are followed; bringing problems to the attention of the owner
- Performing other work-related duties as assigned

MINIMUM QUALIFICATIONS (KNOWLEDGE, SKILLS, AND ABILITIES)

- Must be at least 15 years old
- Must possess or be able to obtain a valid and appropriate state identification card prior to employment
- Some knowledge of proper use of equipment, materials and supplies used in landscaping work
- Some knowledge of first aid and applicable safety precautions
- Ability to work independently and complete daily activities according to work schedule
- Ability to lift heavy objects, walk and stand for long periods of time and perform strenuous physical labor under adverse field conditions
- Ability to communicate orally and in writing
- Ability to use tools properly and safely
- Ability to understand, follow and transmit written and oral instructions



- Ability to meet attendance schedule with dependability and consistency

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions. While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or finger, handle, or feel objects, tools or controls. The employee is frequently required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. Specific vision abilities required by this position include close vision, distance vision, peripheral vision, and the ability to adjust focus. The employee must be able to lift, push, pull or carry objects, use abdominal and lower back muscles to provide support over time without fatigue and to effectively jump, sprint or throw an object. Excellent stamina is required. The noise level in the work environment is generally loud.

NOTE

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Reviewed with employee by

Signature: _____ **Name (print):** _____

Title: _____ **Date:** _____

Received and accepted by

Signature: _____ **Name (print):** _____

Date: _____

Clark Landscapes is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.

