



Kirwan Design, LLC

Lawn Care Technician

Job description

Summary: The Lawn Care Technician must be thoroughly familiar with all aspects of lawn care and its applications to include: safe handling of materials, proper mixing and transporting of materials, First Aid procedures in case of an accident or spillage, proper application of materials, properly diagnosing insect and disease issues, operating all equipment, ordering correct materials, and interfacing with customers, etc. Requires minimal supervision and conducts all work in a safe manner. The Lawn Care Technician must also attend to and complete all paperwork and administrative requirements related to the job while maintaining a professional demeanor.

Reports to: The Lawn Care Technician reports directly to the Lawn Care Manager/Supervisor.

Condition of Employment:

- Minimum of a high school diploma or GED.
- Possess a valid driver's license and must be insurable on the company's insurance policy.
- Criminal Background Check
- Physically able to handle the workload of a Lawn Care Technician.
- Legal documentation to verify employment eligibility.
- Able To lift 60 pounds without assistance.
- Has proper applicator's licenses and certifications.
- Able to interact with customers in a professional and courteous manner on a daily basis.

Knowledge, Skills and Abilities:

- Thoroughly understands all aspects of lawn care as outlined above and in company SOPs.
- Able to operate company equipment: trucks, backpack sprayers, hose reels, motorized spreaders, etc.
- Meets or exceeds company production standards for Lawn Care work.
- Able to fill out and process all necessary job paperwork, purchase orders, and time sheets, etc.
- Able to interact with clients and potential clients in a professional, courteous, and competent manner.
- Able to perform all daily preventative maintenance (PM) on company equipment.
- Must have the ability to work independently and as part of a team.
- Ability to deal with a variety of personality types, individuals, and work situations.
- Must adhere to a strict confidentiality policy.
- Ability to present ideas clearly, follows written and verbal instructions, and the ability to communicate effectively verbally and in writing.
- Ability to problem solve and make educated decisions.
- Ability to prepare reports and work accurately with figures.
- Must have excellent time management, organization and leadership skills.

- Must possess attention to detail, strong decision-making and a results-driven approach to tasks assigned.

Duties and Responsibilities

- Ensures all Lawn care applications are done correctly and timely.
- Looks for extras and up-sales, and converts them into work orders when appropriate.
- Ensures all work orders are processed correctly.
- Interfaces with office staff to ensure on-hand inventory of job materials is adequate.
- Ensures that company production standards are met.
- Maintains a clean crew truck at all times.
- Ensures that job cost reports are properly analyzed.
- Thoroughly understands and complies with company policies, procedures, and SOPs.
- Able to work with minimal supervision from Lawn Care Manager/Supervisor, but knows when to ask for assistance.
- Continuing education requirement: minimum of 10 hours per year.
- Ensures that jobs are kept on schedule and on budget.
- Ensures that all safety procedures are followed and reports any unsafe conditions to supervisors.
- Ensures all workers' compensation insurance claims are properly documented and reported immediately.
- Ensures all accidents are properly documented and reported immediately.
- Interfaces with suppliers to ensure timely and accurate delivery of job materials.

Physical Capabilities:

- Work is primarily performed outdoors. Hand-eye coordination is necessary to operate tools and equipment. Some indoor work is required.
- Employee must be physically able to handle work load and have a full range of mobility in upper and lower body.
- Must be able to lift 60lbs without assistance.
- While performing duties of the job, the employee is frequently required to stand, kneel, crouch, and talk or hear. The employee is required to walk; use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms.
- Specific vision abilities required by this job include close vision and the ability to adjust focus.
- Must be able to operate equipment safely.
- Must be able to work in some harsh environments such as extreme heat and cold.
- Ability to work in an occasionally stressful work environment.

The duties listed above are intended only as illustrations of the various types of work that may be performed and, furthermore, include all duties as assigned by the supervisor. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer, Kirwan Design, LLC, and the employee and is subject to change by employer as the needs of the employer and requirements of the job change.

I have read and understand this job description.

Employee Signature _____

Date _____