

Job Description



Position: Wash/Restore Crew - Foreman

Reports to: Owner

Summary:

The Wash/Restore Crew Foreman is responsible for overseeing all on-site aspects of wash and restoration projects as well as any related landscape maintenance tasks within the allotted scope of time.

Core Capabilities:

- Customer and quality focus
- Effective communication skills (both verbal and written)
- Team work
- Excellent problem solving abilities
- Responsibility
- Dependability (i.e-attendance and timeliness)
- Ethics and integrity

Job Duties:

- Manage the execution of various wash, restoration and maintenance projects, planning labor requirements, equipment requirements and material deliveries and timing to ensure completion of job(s) **within project deadlines**
- Manage safety, quality and productivity of work at sites and/or shop/yard
- Assist in the preparation of job sites prior to the beginning of a project
- Supervise, coordinate, and schedule the day to day work activities of a wash/restore crew of yourself to possible 1 to 2 additional employees depending on the job at hand
- Delegate job tasks to appropriate crew members to assist in the completion of wash/restore/maintenance work
- Participate in recruitment activities by conducting secondary interviews with potential job candidates
- Conduct on-site orientations with new employees and employees in new positions, which cover all company health and safety policies, practices, and procedures
- Operate various tools and equipment, including: heavy equipment, chainsaws, pressure wash equipment, laser levels, measurement equipment, shovels, hammers, drills, surface cleaners, etc.
- Assist in, or execute the maintenance of walkways & patios, walls, fences, decks, posts, landscape plantings, etc.
- Perform preventative maintenance on tools and equipment by conducting inspections, lubricating, and cleaning on a daily basis
- Read and interpret construction plans, structural drawings, and specifications to delegate/complete work activities
- Meet with subcontractors and supervise quality, efficiency, and deadlines, if required
- Complete and submit all required paperwork on a daily basis, including: daily site meeting logs, crew daily forms, equipment daily inspection forms, attendance tracking, time and materials billing summaries, requests for time off, etc. that are applicable to the current project
- Comply with all company policies and regulations
- Maintain and enforce standards of cleanliness and organization in assigned trucks, trailers, equipment, jobsites, and shop/yard areas
- Ensure that all work activities are carried out in a safe and efficient manner, and that all crew members are in compliance with government and company PPE standards

Initial: _____

- Enforce and work in accordance with all local health and safety laws and regulations at shop/yard and on jobsites
- Employee training
- Communicate with customers in a polite and courteous manner

Requirements:

- High School Diploma, GED or equivalent
- Minimum of 5 years' experience in the landscape/construction/wash industry
- Capable of operating required equipment and tools in a safe and responsible manner
- Have an intimate knowledge of your wash rig and/or other equipment in order to be able to troubleshoot equipment failures
- Show aptitude and capability for respectful and proper use of truck and wash rig equipment
- Effective communication skills (both verbal and written)
- Ability to work under pressure and tight deadlines
- Time management skills
- Ability to read and interpret job work orders and specifications
- Must possess a valid and clean driver's license
- Knowledge of specific materials, methods, tools and equipment required to complete various landscape/wash practices
- Speak, read, and write English
- Carry and use a smart phone or data-enabled device for communication and reporting
- Must show discipline to use smart phone ONLY for business purposes while clocked in for work
- Must be able to pass random drug testing
- Must possess **and** maintain certification status through Powerwash University (Online) for the following courses - PowerWash 101 & 102, House Washing 301 and Wood Cleaning and Restoration
- Completed safety training for pressure wash rig
- Must gain certification for paver cleaning and sealing through Techniseal or Alliance
- Must gain continuing education credits through industry organizations in order to maintain certifications

Work Conditions:

- Ability to work with hand tools, power tools, small engine equipment, heavy equipment, and materials
- Must be willing to travel
- Ability to lift a minimum of 50 lbs. repeatedly throughout an entire work shift
- Ability to work in a fast paced environment
- Excellent stamina is required
- Must possess the ability to work and adapt to various job site conditions
- Work near heavy equipment and other vehicles on a regular basis
- Work outdoors in various conditions including heat and humidity, rain, dust, noise, and cold
- Flexible working hours including occasional weekend work

Acknowledgement/Acceptance:

I, the undersigned, understand the requirements that come with this position and acknowledge that failure to show the ability to comply with these requirements may lead to my termination or demotion and is at the sole discretion of my superior I report to. I also understand that there will be a period of 30-60 days to demonstrate my capacity for this position. Should I not be found capable for this position, other possible positions may be explored.

Employee Name (Please Print)

Date

Initial: _____

Employee Signature

Superior Name (Please Print)

Date

Superior Signature

Initial: _____