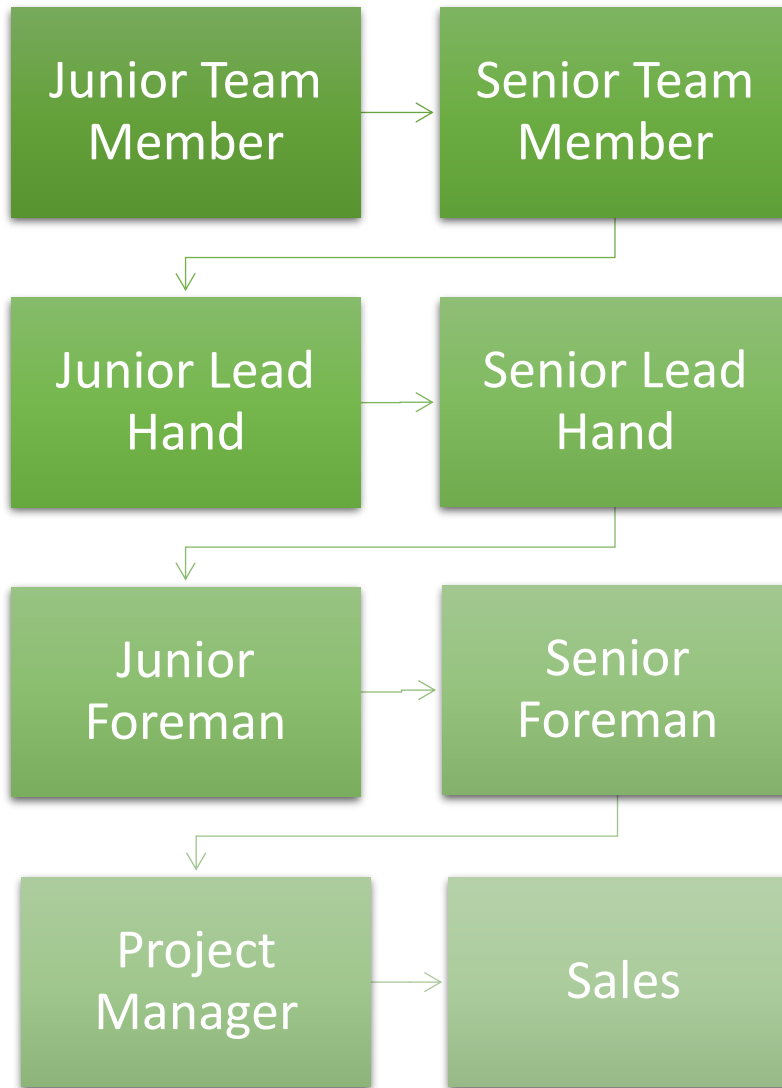




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CAREER LADDER

Construction Division



Please Note: This is a guide to your potential career at LP Landscape Plus Inc. There are many factors not listed in this guide that affects your rate of pay including; job performance, attitude towards your work, co-workers and clients, years of service with the company, years on snow service with the company, years of experience in the landscape or a related field and education.



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SECTION 1: TEAM MEMBER

1.1 Junior Team Member

Requirements: A Junior Team Member has little to no previous experience in the landscape field, but must gain proficiency in performing basic tasks of landscape installation.

- Become familiar with the company manual and policies including safety guidelines and standards.
- Able to use basic installation tools such as the shovel, rake, wheelbarrow etc.
- Must have the ability to follow direction and have basic math skills appropriate for the construction field.

A Junior Team Member reports to the Lead Hand or Foreman and must meet production rates set forth by the company as assigned after the first 15 Days. They must also follow all safety procedures and understand why safety is important on the job site.

Pay and Benefits

The rate of pay for a Junior Team Member is \$18.50/hr.

1.3 Senior Team Member

Requirements: A Senior Team Member must be comfortable with all of the Intermediate Team Member requirements. At this stage they will be counted on for the safe and effective execution of many basic landscape activities without supervision.

- Ability to safely and efficiently use all power tools – saw, tiller, sod cutter, tamper etc.
- Has the ability to safely use skid steer to perform basic tasks.
- Can effectively perform regular landscape construction tasks such as mulching, digging, base prep, and laying interlock without supervision.
- Knows the process of building common landscapes including patios, walkways, retaining wall and driveways.

Pay and Benefits

The rate of pay of a Senior Team Member is \$20/hr



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SECTION 2: LEAD HAND

2.1 Junior Lead Hand

Requirements: A Junior Lead Hand must be comfortable with all of the Senior Team Member requirements. At this stage they will take on many more responsibilities and be accountable for job performance and other tasks as assigned by their foreman.

- Safe and effective use of skid steer to preform basic landscape tasks such as moving skids and materials and grading properties.
- Must always be conscientious of the safety of the customer, job site and co-workers.
- Can professionally and politely interact with customers during social settings as well as with business dealings.
- Proper care of all tools and equipment and can perform basic maintenance tasks – grease, wash, check vital fluids.
- Complete any daily paperwork assigned by foreman – trip reports, safety inspections.
- Has the ability to manage and delegate Team Members with basic tasks.
- Ability to read basic landscape plans and help the foreman layout the job.
- Assist foreman with site grading and transit operation

Pay and Benefits

- The rate of pay for a Junior Lead Hand is \$20-23/hr.

2.3 Senior Lead Hand

Requirements: A Senior Lead Hand must be comfortable with all of the Intermediate Lead Hand requirements. At this stage they will be responsible for the delegation and training of team members and assist the foreman meet production goals and deadlines.

- Can run a job site smoothly while foreman is away for an extended period of time.
- Thoroughly knows the landscape process and has the foresight to know which tasks need to be completed.
- Will train and delegate up to 3 Team Members each with different tasks and ensure they are being completed properly.
- Can effectively train Team Members on safety, new processes, and the general landscape process.



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- Ensures all maintenance is regularly completed and takes care of any problems that may arise with equipment, tools, vehicles, and materials.

Pay and Benefits

- The rate of pay for a Senior Lead Hand is \$23-26/hr.



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SECTION 3: FOREMAN

3.1 Junior Foreman

Requirements: A Junior Foreman must be comfortable with all of the Senior Lead Hand requirements. At this stage they will be responsible for Team Members and Lead Hands and be accountable to meet job timelines, material quotes and interactions with clients and office staff.

- Has the ability to complete small jobs such as walkways, garden beds and small patios with little supervision.
- Can supervise a crew of 1-3 co-workers and generally completes projects on time and on budget.
- Can interact with customers daily and provide sound updates on job progression.
- Ability to understand the scope of work quoted, and relay quickly to the operations manager or sales person for anything beyond what was quoted.

Pay and Benefits

- Rate of pay for a Junior Foreman is \$26-28/hr

3.3 Senior Foreman

Requirements

A Senior Foreman has the ability to successfully run any sized landscape project with many different elements, while supervising multiple crews completing different tasks on the same site.

- Can take on each project from the sales staff from the very beginning and confidently see each project through to the end ensuring a top-quality product and experience for the client, while staying within time and material budgets.
- Can complete all aspects of a landscape project including basic masonry, simple decks, fences and privacy screens, and large engineered retaining walls.

Pay and Benefits

- Rate of pay for a Senior Foreman is \$60,000+/year and after 3 months in this position they are entitled to LP's in-house benefits.

SECTION 4: Project Manager

4.1 Project Manager

Requirements

The Project Manager can successfully run two or more landscape construction crews and ensures constant communication between the client, foreman and relevant office staff to ensure an outstanding customer experience and beautiful end product.

- Can take on each project from the sales staff from the very beginning and confidently see each project through to the end ensuring a top-quality product and experience for the client, while staying within time and material budgets.
- Can complete all aspects of a landscape project including basic masonry, simple decks, fences and privacy screens, and large engineered retaining walls.
- Will deal with any problems that arise on site and handle them accordingly while representing LP in a professional manner.

Pay and Benefits

- Rate of pay for a Project Manager is \$70,000+/year and after 3 months in this position they are entitled to LP's in-house benefits.

4.2 Sales

Requirements

The salesperson is able to generate new leads as well as take incoming leads and assess their budget, interest level and design needs. From there then ensure they understand all aspects of their project as well as the benefits LP has to offer above and beyond our competition and translate leads into clients.

- Track all new leads and ensure constant communication throughout the sales process.
- Ensure the project foreman have all the details needed to successfully complete the landscape project the clients were sold.
- Lead the project kickoff by providing all details of the project to the project foreman and relevant management and admin staff including product specifications and payment information
- Be available to problem solve and answer all questions that arise from the client or the project foreman.



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- Stay up to date on all new and discontinued products and trends
- Assist the Maintenance Manager with acquiring new property maintenance and snow contracts

Pay and Benefits

Rate of pay for a salesperson is \$**TBD** and after 3 months in this position they are entitled to LP's in-house benefits.