

Landscape Maintenance Department Manager:

This position is fully in-person and averages 42-45 hours weekly, with seasonal variability.

About You:

- You are happiest and most comfortable in a leadership role, where you can provide management and leadership support to other team members keeping multiple crews running smoothly and efficiently.
- Your friends would call you a planner and a get it done person through and through.
- You have mastered the balance of adaptability and detail orientation but also have a view and understand of the "Big Picture."
- You are a pro at scheduling multiple crews or technicians, keeping an eye on the details and staying organized where others may fail.
- You enjoy using numbers, tracking, metrics and data to make better and more efficient decisions to increase productivity and profitability.
- You know how to handle sudden changes and problems with a calm and positive demeanor.
- You can properly prioritize jobs/projects based on urgency and importance.
- You enjoy developing and teaching team members to advance in their careers.
- You excel and enjoy setting production and profitability goals and exceeding them.
- When you have an idea or a problem, you speak up and offer a potential solution, rather than hoping someone else will bring up the issue.
- You know how to create accountability in a fair and professional manner. You aren't afraid to have a difficult conversation when someone has gotten behind or off track.
- You like to be outside.
- You like a busy work environment. When things are "slow," you find projects/tasks to accomplish that add value.

Pay Rate: \$55-70K per year, based on experience, plus performance based bonuses.

Regular hours are Monday through Friday 7 am to 4:30 pm, though this does increase in the spring and summertime and reduces in the winter months, based on weather. Some Saturdays will be required to stay on track in the spring months.

Landscape Maintenance Department Manager Benefits:

- Paid Time Off
- Paid Holidays
- Simple IRA with up to 3% match
- Performance based incentive
- Company events like Chili Cookoffs, grill outs at shop and holiday parties
- Opportunities to support the community through involvement in non-profits
- Work alongside other Department Managers and Administrative Support Staff

About us:

Welcome to Wihebrink Landscape Management, where the beauty of our surroundings reflects the spirit of our close-knit team. We work hard, we are accountable and we

take pride in what we do for our beautiful community. At WLM, you won't just be an employee; you'll become an integral part of a company that values innovation, autonomy, and continuous development. As a member of the team, you'll have ample opportunities to learn, take on more responsibility and grow in your career. You'll also get to enjoy our fun company outings, such as our Easter Egg Hunt (prizes include an extra day off with pay!), our Halloween pumpkin carving, and our Christmas party. Join us for a fulfilling (and fun!) career where your contributions matter.

Please see our website for more details: www.wlminc.biz

Landscape Maintenance Department Manager Expectations:

- Your mission is to keep our landscape maintenance department and crews running smoothly from project to project and from season to season, allowing us to achieve our goals of increased Gross Profit.
- As our Landscape Maintenance Department Manager, you are the boss of the Landscape Maintenance Department and the person making sure the department is on track with the people and goals.
- Our crews will rely on you to keep things planned, scheduled and organized days, weeks and months ahead of production.
- You will be responsible for routing, planning and scheduling landscape maintenance services, by creating the schedule, and with the assistance of Administrative Support, executing on that in our software applications.
- You'll be ordering materials and managing inventory for upcoming services and projects and jobs currently underway.
- A key aspect of this role is using performance metrics, such as Sales per Hour, for your department, so that we have the data to make important decisions to fuel growth.
- You will verify production prior to invoicing.
- You will share the responsibility of communicating with customers on production or service related questions.
- When clients call in with questions before, during or after their job, you will actively listen and answer their questions.
- You'll be responsible for proactively coordinating with Administrative Support if there are schedule changes or other logistical matters to address (such as project updates, locates for utilities, and tentative start dates).
- We will expect you to approach your responsibilities with a sense of urgency, while staying calm, level-headed and professional.

Landscape Maintenance Department Manager Experience

We're flexible on the number of years of previous experience for this role. We highly favor talent and interest. Some candidates may see this list and feel discouraged because they don't match all the items. Please apply anyway: there's a good chance **you're more wonderful than you think you are.**

- Landscape Maintenance & Horticulture experience
- Planning, Scheduling and Routing of multiple crews/techs experience
- Communication skills with internal staff & clients
- Experience using an industry specific software
- Experience using a CRM, especially RealGreen, is a plus!
- Experience in setting and working toward achieving goals
- Experience in the landscaping or building construction industries is a plus!

How To Apply:

- Click the "Apply Now" button.
- Tell me about a time that you were in a management role and an urgent matter came up. What happened and what did you do?
- Include your resume.

If you are in any of the following or similar positions, APPLY TODAY! Come join a company that is truly dedicated to making a career for you.

- Landscape Maintenance Manager
- Landscape Maintenance Foreman
- Department Manager
- Construction Project Manager
- Operations Coordinator
- Operations Manager
- Operations Specialist
- Operations Associate
- Business Operations Coordinator
- Operations Support Manager
- Operations Team Lead
- Operations Supervisor
- Operations and Logistics Coordinator
- Operations Planner

