



Ayles

Natural Landscaping Ltd.

The Natural Approach

Join our Award Winning team of Green Industry Professionals within the hub of Atlantic Canada - Greater Moncton NB - voted one of the best places to live, work, and raise a family.

Career Opportunity: Project-Account Manager Assistant

Landscape Management / Landscaping Construction / Snow and Ice Management & Horticulture Services

Assign tasks based on work schedules, keep workers on task, complete time sheets and inspect quality of work to ensure job requirements are met. Liason between sales and client relations

Knowledge, Skills and Abilities:

- Excellent communication and customer service skills
- Work with minimal supervision and possesses the ability to motivate others
- Attention to detail
- Good record keeping
- Time management
- Manage multiple projects and effectively meet deadlines
- Problem solving
- Team building
- Instructing and coaching
- Ability to lift heavy loads and work in difficult weather conditions
i.e. wet and/or humid conditions; hot or cold weather

Job Responsibilities and Key Deliverables:

- Assist in the Direction and Coordination of Projects
- Assist in the preparation of Proposals and all aspects of a Project
- Design capabilities an asset but not mandatory
- Ability to Read Blue Prints, Establish Grades, and Manage Work Standards
- Ability and Interests in a fast pace year around field

Education Experience Requirements for the Job:

- Secondary School Diploma and/or Equivalent Work Experience
- CLT, Diploma in Horticulture or related field an asset
- A provincial licence to apply chemical fertilizers, fungicides, herbicides and pesticides may be required
- Valid Class 5 driver's license with endorsement for air brakes
- Civil Engineer Technologists
- Computer knowledge and ability to perform office duties; proposals, writing, ppt etc.

Tools & Equipment:

- Trucks, Tractors Blowers, Loaders, forklifts, bobcats, tillers, bed rollers, mulch spreaders, lawn mowers, excavators and all other Industry Equipment and Tools Utilized
- Power equipment such as pruners, clippers, saws, picking knives, sod cutters, weed eaters, plant augers, drills, etc.
- Hand tools such as Shovels, Rakes, pruning shears, handheld and hose-end sprayers, pesticide sprayers, saws, soil cultivators, water sprinklers, etc.

Compensation – Full Time Salary Year Round Range \$36,300-\$42,300, Vehicle Plan when available 24/7, Mobility Share Plan, Group Medical Plan, Additional Compensation in Profit Share Growth Plan

Reports To: Operation Manager/Owner

Respond in confidence

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