

Landscaping Assistant Job Description Template

Company Overview

Brief company background, mission, and work environment description. Mention available opportunities for advancement and professional development.



Position Overview

We're looking for a motivated landscaping assistant to support our team in creating and maintaining high-quality outdoor spaces. In this role, you'll work under the direction of a foreman or crew leader, helping with landscaping installation, maintenance, and general groundskeeping. You'll gain hands-on experience with tools, equipment, and techniques while contributing to the successful completion of projects.

The ideal candidate is dependable, hardworking, and eager to learn. While prior landscaping experience is helpful, we're open to training individuals with a strong work ethic and an interest in outdoor work.



Key Responsibilities

Landscaping Support:

- Assist with planting, mulching, weeding, trimming, mowing, and general grounds maintenance.
- Operate hand tools, power equipment, and safety gear under supervision.
- Help with hardscape installations such as patios, walkways, or retaining walls.
- Support the setup, repair, and maintenance of irrigation systems.
- Apply fertilizers or pesticides as directed, following safety guidelines.
- Load, unload, and transport tools, equipment, and materials to job sites.

Team Collaboration:

- Follow instructions from the foreman or crew leader to complete daily tasks.
- Maintain a safe and organized work environment on job sites.
- Communicate effectively with team members and report any issues or hazards.
- Provide courteous assistance to clients when needed.



Qualifications & Skills

- **Education:** High school diploma or equivalent preferred.
- **Experience:** Prior landscaping or outdoor labor experience is a plus but not required.
- **Physical Requirements:** Ability to lift up to 50 lb., perform physically demanding tasks, and work outdoors in varying weather conditions.
- **Certifications (Preferred/Optional):** Driver's license, OSHA safety training, pesticide applicator license, or CPR/first aid training.
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Skills:

- Willingness to learn landscaping techniques and practices.
- Ability to safely use basic landscaping tools and equipment.
- Strong work ethic and reliability.
- Attention to detail and pride in quality workmanship.
- Good communication and teamwork skills.
- Basic time management and ability to follow schedules.



Working Hours

- **Employment Type:** [Full-time/Part-time]
- **Schedule:** [Days/hours, e.g., Monday-Friday, 6:30 a.m. – 3:00 p.m.]
- **Seasonality:** [Year-round/Seasonal]

Compensation

- **Pay:** \$[X-Y]/hour
- **Benefits:** Health insurance, 401(k), paid time off
- **Additional:** [Overtime pay/bonuses as applicable]

To apply, please submit your resume and cover letter to [contact information].

