



# **MJ ENTERPRISE, INC.**

**FULL SERVICE LANDSCAPE & MASONRY CONSTRUCTION**

## **Landscape Maintenance Supervisor**

MJ Enterprise, Inc. is a full service landscape construction and property maintenance company located in Norwood, Massachusetts. We provide quality landscape construction and property maintenance services which includes snow & ice management for private residences throughout Eastern Massachusetts. We are currently looking to hire a Landscape Maintenance Supervisor to expand our team. We are looking for a highly motivated, task oriented individual who can professionally handle the day-to-day operations of our growing company.

### **Main Duty**

- Manage the day-to-day field operations of property maintenance and enhancements for the company's customer base.

### **Position Requirements**

- Maintain a valid driver's license and DOT medical card
- 3 to 5 years of experience with the following:
  - Landscape maintenance
  - Turf management
  - Shrub/ornamental pruning
  - Current planting practices and plant ID
  - General hardscape experience
  - General irrigation experience
- Strong people and time management skills
- Experience using Microsoft Word, Excel & Outlook
- Available to work extended hours during peak seasons
- Available to assist with snow & ice management

### **Typical In Season Schedule (April thru December)**

- 6:00AM to 4:00PM work day
- Typical onsite hours are 7:00AM to 3:30PM
- Monday thru Friday with some Saturdays (*schedule varies throughout the season*)

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## **Typical Winter Schedule (January thru March)**

- Winter hours vary based on workload
- Snow & ice operations when applicable

## **Compensation for Candidates Who Successfully Meet the Requirements**

- Hourly rate commensurate with experience
- Time & a half over 40 hours
- Snow & ice pay differential

## **Eligible Benefits after Successful Review and Required Waiting Period**

- Health insurance options
- Long & short term disability insurance
- Retirement plan with company match
- Data plan reimbursement for smart device

## **Application Requirements**

Please e-mail cover letter with your resume and references to [info@mjenterprisec.com](mailto:info@mjenterprisec.com)