Field Horticulturist - Level 1

Position Description
The Field Horticulturist (FH) position- Level 1 is responsible for working with Maintenance Supervisor to ensure healthy and productive gardens. The position requires strong project management skills, organizational skills, and excellent communication skills. The position reports directly to Tellepsen Landscaping Principals and Maintenance Supervisor.

Duties and Responsibilities:
I. Administrative Duties
- Keep inventory records of fertilizers, fungicides, insecticides, and herbicides up to date in accounting program.
- Order materials as needed for treatment of trees, plants, and turf grass.
- Establish clear schedules for fertilization and other treatments in clients' gardens.
- Keep records of applications made by FH or crewmembers per the TDA requirements.
- Inform clients of applications made in gardens.
- Prepare proposals for additional treatments for gardens not included in Maintenance proposals.
- Work with vendors to insure best pricing on materials.
- Assist Project Accountant in creating invoices for work completed on projects.

II. Field Supervision
- Visit all TLS clients' gardens and report on status of gardens.
- Observe and assess problem areas in gardens and treat appropriately.
- Maintain spray equipment in a safe, clean and mechanically sound condition at all times.
- Check out chemicals to crews and fill out application records.
- Provide and maintain safe physical conditions for employees assigned to spray duties, per OSHA.
- Train TLS crew on proper use of fertilizers or other products.
- Train TLS crew on proper mowing techniques.
- Quality control of TLS mowers and other equipment. Insure that crews are using mowers and hedge trimmers with sharpened blades, make sure deck heights are acceptable for different varieties of turf in gardens, and make sure crews are taking good care of their equipment.
- Interact with clients to keep them informed as to the health of their garden.
- Be able to work in temperature extremes during all seasons.
- Lift up to 80 lbs. from ground level to waist.
- Bend and twist to ground level.
- Follow, with strict adherence, all federal, state, and local laws and regulations.

Qualifications:
- AS or BS degree Horticulture or related field or at least five years’ experience in the Landscape industry.
- Must either have TDA Pesticide Applicator certificate, Structural Pest Control certificate, or obtain the Pest Applicator certificate within 30 days of hire.
- Must have valid driver’s license and clean driving record.
- Pre-employment drug screen may be required.
- Organized with exceptional record keeping.
- Highly motivated and able to work under pressure/deadlines when necessary.
- Strong communication skills.
- Working knowledge of Microsoft Office programs
- Must be a legal resident of the United States and provide proof of citizenship or legal residence.

Compensation:
- Base Salary (commensurate with experience)
- Health Insurance options
- Paid vacation/personal time
- Opportunity for growth within the company
- Professional education opportunities related to our work is very much encourage and sponsored.