



## Come Grow With Us!

Vande Hey Company, Inc. has been providing complete landscape solutions and quality service in Northeast Wisconsin since 1950. We are currently seeking a

### Operations Supervisor

to join our dedicated team members who collaboratively contribute to creating outdoor spaces of lasting beauty for our customers!

Vande Hey Company, Inc., provides a supportive work environment that balances faith, family and work. We believe that our employees are our most important asset, and we are committed to providing opportunities to assist them in continually developing their talents. We seek candidates who take pride in their work, are driven to succeed, and are committed to working as a team.

#### OVERVIEW

This working supervisor role will work within our Operations Team to ensure efficient and effective handling of materials and equipment. This person will oversee full-time, part-time and seasonal employees who will assist in the completion of responsible duties. You will collaborate with our high-energy, driven team where your experience will contribute to our continued growth and success. If you enjoy working with your hands and working with people within a construction/landscape setting, then this is the ideal job for you.

#### POSITION RESPONSIBILITIES include but are not limited to:

- Supervise and work with team members on the efficient and effective completion of:
  - Physical responsibility of all material.
  - Load and Unload of materials
  - Deliveries
  - Vande Hey Company grounds/facilities
  - Use of equipment for loading and unloading
- Coordinate and supervise the day to day work activities of team members
- Train team members on safe and proper methods and techniques to perform assigned tasks: work with employees to correct deficiencies.
- Operate various tools, light and heavy equipment.
- Perform preventative maintenance on tools and equipment by conducting inspections, lubricating, and cleaning on a daily basis
- Work with Procurement Specialist on inventory control, recording what goes into and out of the yard, and managing product mix. Proper handling, efficient movement of plants, ready when needed for jobs. Bringing in only what we can care for and move in a short period of time.
- Ensure a timely and efficient process each day for loading and unloading trucks.
- Quality control, making sure all materials and trucks leaving our yard meet Vande Hey standards and safety practices.
- Assign equipment to project managers.
- Work with Operations and Retail teams to schedule pick up and deliveries to both customers and job sites.
- Maintain schedules for all yard personnel
- Work with Shop to ensure equipment is maintained, repaired as needed, and ready for job sites, as necessary.
- Snow Removal: This position will be part of our snow removal team that involves on-call snow plowing, salting, snow blowing, and shoveling.

#### MINIMUM REQUIREMENTS:

- High School Diploma, GED or equivalent; Associate's Degree in construction related field preferred.
- Must have experience (3-5 years preferred) and possess a good understanding of equipment, forklift, proper handling of equipment and materials.
- Knowledge and/or experience in landscape/construction preferred
- Ability to efficiently operate small and heavy equipment.
- Must be able to make accurate and timely decisions on a daily basis.
- Demonstrated ability to lead and motivate others
- Valid driver's license required for operating VHC vehicles
- CDL license, or the ability to obtain one, is a plus
- Capable of operating required equipment and tools in a safe and responsible manner
- Ability to use a smart phone or data-enabled device for communication and reporting
- Desire and ability to work with people and work with your hands to create outdoor spaces of lasting beauty
- Ability to take initiative and work proactively to ensure outstanding customer service and satisfaction
- Requires effective teamwork and good communication skills with emphasis on creating a safe and secure work environment.
- Strong time-management skills with the ability to manage multiple projects and tasks

- Must adapt well to change and thrive in a fast-paced, team-oriented environment
- This position requires regular heavy lifting, bending, kneeling and working outdoors in all types of weather

**BENEFITS:**

Vande Hey's offers a friendly work environment with a competitive wage and benefits package for eligible employees including:

- Health, Dental and Vision Insurance
- Short Term Disability
- 401(k) Plan
- Paid vacation and holidays
- Continuing education
- Company discounts

**Submit resume or apply in person:**

**Vande Hey Company, Inc.  
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