



**GARDENKEEPER**

## **Gardener Team Lead –Full time Seasonal Position**

**April up to and including the end of October 2026**

**ABOUT US:** GardenSKeeper is a proud local, family-owned business that is celebrating 9 years of successfully providing specialized and customized garden care in Edmonton and surrounding communities. We maintain beautiful and sustainable outdoor spaces tailored to meet the unique needs of our clients.

Our clients are residential homeowners or condominium property managers & boards that appreciate quality gardening services and flexible, open communication during the entire project. Our clients value our expertise in the garden, the personal & customized touch we bring. We believe in creating long lasting, professional relationships. We do *not* provide lawn care.

**Your Role:** As a Gardener Team Lead, you will be the heartbeat of our field operations. You'll lead a team of approximately 3 to 6 Gardeners (split into 2 crews) and work with them side-by-side in managing our diverse clients. This is a hands-on role for someone who loves working outdoors and takes pride in high-quality horticultural work.

### **Core Responsibilities:**

- Maintaining and/or installing perennials, shrubs, and trees in garden/landscaped beds for a variety of residential locations in Edmonton, Beaumont, Spruce Grove, St. Albert/Sturgeon County, Sherwood Park. Includes:
  - Weeding, planting, pruning, clearing out debris from inside the garden beds, transplanting, dividing, deadheading, staking and splitting perennials.
  - Soil preparation/amendment, planting annuals and/or perennials.
  - Container/planter maintenance, including fertilizing, watering, pinching back spent growth, etc. May include annuals, tropicals and perennials.
  - Topping up mulch beds, small garden rejuvenations and post-job clean-up.
  - Pruning shrubs and tress (less than 10 feet) for form, function, or disease management.
  - Soil preparation/amendment, including the application of compost and mulch.
  - Monitor soil requirements for watering and water plants via wand, sprinkler or bucket/watering can.
  - Perform daily visual site inspections with crew and report any issues.
  - Basic maintenance and care of garden tools assigned (sharpened, disinfected, cleaned).

- Managing and implementing schedules for clients and assign crew accordingly.
- Conducting new client estimates as required and in collaboration with CEO/Founder.
- Managing seasonally appropriate projects in collaboration with CEO/Founder regarding mulch, redesign, removal and or installation of plants, working with other contractors/suppliers as required. Keeping the client informed.
- Communicating with CEO/Founder on a regular basis regarding training, scheduling and bring forward any issues in a timely manner.
- Opportunity to collaborate with CEO/Founder to provide input and design into garden projects, maintenance goals planting, training etc.
- Positive, upbeat outlook/attitude in all outdoor weather conditions.
- A work safe mindset always, in accordance with the Alberta Health and Safety Act and in accordance with GardenSKeeper's safety standards.
- To treat clients, co-workers and the general public with respect and courtesy.

### **Knowledge**

- Have flexible availability including weekdays and weekends.
- Knowledge of basic plant identification, pruning methods, proper soil amendments and mulch application is essential.
- Some knowledge/awareness of health and safety practices/issues relating to our industry, such as WHMIS, First Aid/CPR, Hazard Assessments.
- Knowledge of integrated pest and disease management (organic).
- Knowledge of employee training/development and scheduling principles.
- Awareness or basic knowledge of garden maintenance impact on hardscape, drainage, slope stability and irrigation systems relating to our responsibilities.

### **Abilities**

- Ability to operate backpack leaf blower, hedge trimmer.
- Ability to utilize appropriate hand tools for each task.
- Ability to work in safe and efficient manner.
- Able to measure and apply fertilizer methods as needed.
- Sitting, standing, walking, climbing/ladders, lunging, squatting/kneeling, reaching, grasping, pushing/pulling, twisting/bending, lifting/carrying up to 50 lbs multiple times per shift.
- Ability to be flexible in times when shifts need to be adjusted due to extreme weather conditions.

## **Skills**

- Safe and appropriate use of basic gardening/horticultural tools used at both residential and commercial properties.
- Collaboration skills.
- Respectful communication/collaboration skills.
- Time Management skills.
- Focus on quality and attention to detail.

## **Minimum Requirements Education**

- High school diploma or GED (options to hire eligible secondary students if currently enrolled in school as a Summer only position).
- Preference given to candidates with general horticulture courses, related certificate, or diploma.

## **Experience**

- One to two years' in role of a supervisor/team lead or equivalent position within the gardening industry.
- Some knowledge of weed identification, team training principles.
- Will train someone with less experience if you demonstrate the right attitude and an excitement for embracing your valuable role as a Gardener with our amazing crew!

## **Certifications/Licenses**

- Valid driver's license and the use of a reliable vehicle that can transport tools and supplies.

## **Other**

- Reliable transportation to and from the assigned worksites is a requirement as you will be assigned a bucket of tools/supplies for the season and need to bring it with you each and everyday. You may also be asked to pickup some plants or supplies as needed throughout the season.
- You will need your own cell phone with a data plan as we start our days with clocking into our time-keeping app and update/input our daily digital notes/checklists in that app at the end of each shift.
- Accountable to team and CEO/Owner with dependable attendance and completion of assigned work.

**Renumeration:** Hourly, paid bi-weekly. Rate is negotiable depending on related education, certifications, and experience.

We offer mileage reimbursement, flexible work schedules and any internal training and support required to be successful as a Gardener with us.