



*Design • Build • Manage*

64 Bella Rd, Sylva, NC 28779 / 68 N. Main Street, Canton, NC 28716  
Phone (828)586-8303 / (828)492-0837

## **Position Available: Assistant Project Manager**

**Department: Commercial Construction**

### **ABOUT THE ROLE:**

*As a B. H. Graning Landscapes Assistant Project Manager, you will be responsible for managing field projects and assisting in the construction of landscapes, hardscapes, lighting, and irrigation systems. Your expertise in management of crews, scheduling, and implementing landscape projects while providing exceptional customer service will be essential in this role. This position reports directly to the Commercial Construction Operations Manager and follows set schedules daily. The ideal candidate will be a self-driven, disciplined, and focused professional with a minimum of one year of experience in the landscape industry. **A driver's license is required.***

### **KEY RESPONSIBILITIES & REQUIREMENTS:**

- Manage field projects to ensure completion on budgeted time and maintain quality control.
- Operate landscapes trucks and trailers, as well as equipment like a skid steer, dingo, trencher, and a variety of handheld equipment.
- Submit daily timesheets, daily job reports, and use technology for time management.
- Interact professionally with customers, employees, and others.
- Ability to read landscape plans, blueprints, and scope of work plans.
- Work in field and office setting as needed.
- Customer service and communication skills
- Able to work Saturday when needed.

### **WHAT WE OFFER:**

- Competitive salary \$20-25 hourly, based on experience.
- Opportunity to work with an established company in the landscaping industry.
- A supportive and collaborative work environment
- Opportunities for growth and advancement within the company

*If you're ready to take on this challenging and rewarding role, we would love to hear from you! Apply today and become a part of the B. H. Graning Landscapes, Inc. team.*

To apply, please submit your resume and cover letter to [info@bhglandscapes.com](mailto:info@bhglandscapes.com) or visit our website at [bhglandscapes.com/apply/](http://bhglandscapes.com/apply/)

B. H. Graning Landscapes, Inc. is an equal opportunity employer committed to diversity and inclusion in the workplace.