



Operations Manager – Bay Area

Position Description

The Operations Manager oversees and directs all aspects of the commercial and multi-family residential landscape maintenance teams in the Bay Area. The position reports to the Vice President of Operations and works closely with Account Managers delivering pro-active, efficient, consistent and high-quality horticulture services for our customers.

Responsibilities

Field Management

- Develop and coordinate efficient daily schedules to maximize productivity for field team members with Field Supervisors
- Comply with BVLS standards for quality and scope of work
- Perform regular job inspections per BVLS defined Work Frequency Chart
- Execute seasonal preventative maintenance activities
- Demonstrate comprehensive knowledge of all materials applied
- Ensure that essential BVLS safety protocols are upheld and exceed regulatory compliance standards by all team members
- Oversee maintenance of vehicles and equipment to ensure all are safe and in excellent working order
- Perform job start-up walks with new clients and develop new maintenance estimates as necessary

Client Partnerships

- Maintain pro-active communication with customers
- Respond professionally and timely to all client requests
- Understand clients' long-term goals and budgetary constraints
- Demonstrate consistent and exceptional quality control standards

Personnel Development

- Recruit, hire, train and coach key team members to attain company and individual goals
- Provide regular on-going feedback with Field Supervisors and team members
- Recommend wage increases to Vice President of Operations
- Develop career plans for each employee by identifying employee strengths and areas for improvement

Qualifications

Required

- Must have a minimum of 3 years landscape experience
- Strong verbal and written communication
- Excellent organizational and time management skills
- Attention to detail is critical to maintain high quality of care
- Solid project management skills
- Excellent customer service
- Positive attitude
- Takes initiative and pro-active approach to improve performance
- Assumes responsibility, authority and accountability for all activities

Preferred

- Bachelor's Degree in Business, Agribusiness, or EHS
- Bilingual Spanish
- Proficient in Word, Excel, PowerPoint, & Outlook

Physical Demands

The physical demands described here must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of the job, the employee is required to:

- Frequently stand and walk
- Regularly lift and/or move up to 10 pounds and frequently lift and/or move up to 60 pounds
- Regularly operate a vehicle and trailer to travel to and from work locations
- Maintain valid driver's license

Compensation

- Exempt Full-time
- Salary commensurate with experience
- Health insurance
- BVLS approved holidays
- Company vehicle, computer and cell phone provided

To Apply

Please send resume and cover letter to Brian Moore, Vice President – Operations at Bmoore@BVLS.com

About Us

BellaVista Landscape Services, Inc. delivers an array of horticultural services to commercial, multi-family and residential estate properties. We are recognized for cultivating long-term business relationships based upon mutual benefits. We provide quality horticultural services, efficiently and successfully, to enrich the value of our clients' properties; as well as growth and career opportunities for our employees.

We are a family owned landscape services company based in the Bay Area and Sacramento. We provide all facets of landscape maintenance, construction and design services. As a leader in the landscape industry, we are dedicated to exceptional customer service, and high-quality horticultural services.

BellaVista Landscape Services, Inc. was founded in 2001 by Tom and Chris Moore. Prior to starting their business, Tom had a very successful 27-year tenure with a nationally known landscape firm. Under their leadership, the company continues to value personal commitment, collaborative communication and a pro-active approach to the long-term success of our customers' assets.