



# Job Posting: Operations Supervisor

## Company Profile

The Backyard Urban Farm Company (BUFCO) is an award winning, family-run, organic vegetable landscaping company that designs, installs, plants and maintains edible and native pollinator flower gardens for residential and commercial clients throughout the Toronto area. We empower urbanites to grow their own food and help them to reconnect with nature.

We develop and elevate committed, self-motivated nature-lovers who want to build a career in the organic land care profession. We provide challenging opportunities for all team members to enhance their skills, develop their interests, and test their limits in an encouraging, supportive, equitable and fun environment.

We strongly value and believe in diversity, and encourage all to apply. If the opportunity to join our team excites you, and you are driven to provide excellence in every endeavor, then BUFCO is the home for you.

## Position Summary:

As the BUFCO Operations Supervisor, you will report directly to the Operations Manager, and will be responsible for all tasks involved in maintaining the smooth operations of the BUFCO landscape yard and facilities.

You love working with your hands, love the outdoors, and have high levels of comfort working within a team and on your own. You have a keen interest in further developing your current skill set, and in learning more about BUFCO's other pillar functions, including larger landscaping jobs that could include extensive raised bed installations, building fences, decks, and occasionally working with the gardening team. You are excited about the prospect of growing within the company for years to come.

You are an inspiring leader with a positive and confident attitude who can develop, coach and train your team while helping them grow and thrive at BUFCO.

## Responsibilities:

### **Primary.**

- Work in our woodshop to prepare numerous cedar raised beds of various dimensions.
- Keep the workshop well organized and clean, including all un-cut lumber and prepared raised bed inventory accounted for, labelled, and stored for optimal lifespan.
- Pack and deliver various kits and gardening elements including DIY raised beds, hoop tunnel kits, critter barrier kits, soils, etc.
- You may be required to make customer deliveries once a week.
  - Ensure all orders are accounted for.
  - Communicate delivery attempts to customers as needed.
- Receive incoming wood and other elements such as soils and mulches, and maintain inventory of such items.
- Maintain quality service by establishing and modeling BUFCO's high standards.

**THE BACKYARD URBAN FARM CO.**

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## **Secondary**

- Maintain good working order of our facilities, including but not limited to:
  - Minor repairs to our greenhouse.
  - Checking and repairing/replacing lighting and security devices.
  - Fulfilling dealership service requirements for BUFCO vehicles.
  - Maintaining hand held and power tools inventory and working condition.
  - Maintaining the organization and safety of our facilities in general.

## **Occasional**

- Working in the field under the direction of the Installation Supervisor and/or Manager in the assembly and installation of BUFCO designed raised garden beds and other soft and hardscaping jobs.
- Assist with other departments as required, pending your primary responsibilities are addressed.

## **Skills and Qualifications:**

- An excellent listener with strong verbal and written communication skills.
- Able to motivate others to grow and strive for excellence; elevating the entire team.
- A proven leader who is a confident delegator of tasks.
- Confidence working with a variety of gardening, landscaping, and woodworking hand tools; highly accurate and organized with meticulous attention to detail.
- Reliable, and punctual.
- Passionate about growing food and urban agriculture.
- A love of working outdoors, rain or shine.
- Able to adapt to different projects; an excellent problem solver.
- Loves working independently who can also work enthusiastically and cooperatively in a team
- Able to take initiative and pursue self-directed tasks.
- Good knowledge of the Toronto area with the ability to attend a variety of locations on your own.
- Well versed in safety protocols with a priority on maintaining safe worksites and facilities.
- Intermediate to advance knowledge of technology and smart phone savvy.
- Experience with Google Suite (Drive, Sheets, Docs, Calendar, Maps) is a plus.

## **Education and Experience:**

- Significant experience (at least three-years) woodworking and woodshop experience.
- Highly comfortable, confident, safe, and efficient with a wide variety of woodshop tools including table saws, band saws, sliding mitre saws, power planers, dust collection systems, drill presses; hand tools including skill saws, power planers, drills and ratchet drivers, reciprocating saws, and more.
- Some landscaping skills, including grading/leveling, sod removal, fence and deck construction is an excellent asset.
- Experience and confidence with driving pick-up trucks and large vans; confident driving while towing a trailer.
- Plant knowledge and identification is an asset.

## **Additional Job Requirements:**

- Combination of sitting, standing, walking, bending, crouching, kneeling is required.
- Able to repeatedly lift and move loads of up to 25 kg.
- This is a physically demanding job.
- Skid-steer and bob-cat tickets and practical experience is a great asset. Training can be provided.
- First Aid and Health and Safety training is beneficial.

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- A valid G-class license and clean driving record is required.
- Able to be adaptable and flexible with changing weather and daily schedules, accepting that some days may be longer than other days.
- Some weekend work may be required.
- Photography skills are an asset.

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**Posting Date:** February 10, 2022

**Please submit all resumes to:** Human Resources at [hr@bufco.ca](mailto:hr@bufco.ca)

**Compensation:** Hourly range is \$24.00 to \$29.00 per hour

**Position:** Seasonal – Full-time

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