**JOB POSTING** 



## Field Work Coordinator/Pruner

Fruitstitute

Contact: Joanna Glovisky

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Job Title: Field Work Coordinator/Pruner

Location: Los Angeles, CA

**Description:** We are looking for a spirited, hard working person that enjoys physical labor, getting dirty and working with an eccentric team of rare fruits. Type-A's, double Virgos, LGBTQ and POC to the front.

FRUIT TREE SPECIALIST

Will receive training in the art of backyard orcharding and arboriculture, regenerative land management practices.

Go out on jobs with field team to service client's fruit trees Haul bags of mulch, compost and other heavy items

Light ladder work

\*This job is very physical. Must be able to do heavy lifting.

FIELD WORK COORDINATOR

1) Job supplies coordination

GARAGE:

Maintain all job tools and tool inventory. This includes:

Doing a monthly inventory of all tools

Monthly maintenance on frequently used tools (cleaning, sharpening, repairing) Purchasing and keeping garage stocked at all times with tools and job supplies Replacing broken tools in a timely manner

Managing spreadsheet of monthly tool expenses

Keeping garage clean & organized

Train & manage team in tool organization and garage protocol JOB SUPPLIES:

Sourcing, procuring and stocking job supplies.

Delivering mulch orders to clients

2) Nursery Care (stock, inventory & fulfillment) Keeping Fruitstitute nursery stock inventory up to date Tending Fruitstitute nursery stock Sourcing and procuring trees for jobs

3) Truck ManagementEnsuring truck is job-ready weeklyClean, fully gassed, fully functional, stocked with suppliesTaking truck to mechanic on as needed basis and for general maintenance

4) Worksite Coordination
Coordinate and fulfill stock of raw mulch
Keep mulch bags stocked
Tend landscape in Fruitstitute workspace
Organize tasks, schedule and manage others working on hilltop
Help with property maintenance and assist on builds as needed