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# Example of Crew Leader Job Description

Our growing company is searching for experienced candidates for the position of crew leader. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for crew leader

* Monitor production and works to ensure optimum staff levels/shifts, making recommendations to the Manager / Supervisor for implementation
* Ensure work practices and laboratory analysis are carried out according to established methods, SOPs and that they meet all QC standards and best practices where this is required or appropriate
* May investigate and propose solutions to QC problems (outliers) to the Manager / Supervisor
* Constructively resolve work problems where they arise and recommend work measures to improve productivity and the quality of results to the Manager / Supervisor with the support of the Human Resources department where appropriate
* Train staff in basic job duties, safety procedures and company policies
* Promote a team environment among staff
* Accountable for the Health, Safety and Environment of personnel and the enforcement of all regulations as per the Company Health and Safety Manual, and the immediate reporting of any health, safety or environmental incidents, accidents or concerns to the Manager / Supervisor and H&S department for action
* Monitor and check for completion of all daily H & S checks, monthly H & S meetings, emergency protocol and any incident/accident reports
* Take corrective action for minor H&S infractions, reporting more serious infractions to Manager / Supervisor for further corrective action or discipline, where appropriate
* Demonstrate good and safe work habits and enforces a clean working environment

## Qualifications for crew leader

* Perform all duties of a Loader 3, as required
* Assist employees in troubleshooting difficulties in the loading process
* At least one year of experience in lawn care and landscaping a must
* Good verbal and written communication skills are required to interact effectively with different levels of authority and company personnel
* Problem-solving and decision making skills are essential
* Must be able to withstand a production environment with exposure to dust, varying temperatures and noise