



PROFESSIONAL LANDSCAPE AND LAWN CARE  
6810 EAST SENECA TURNPIKE • JAMESVILLE, N.Y. 13078 • (315) 469-0000

**2001-2002**  
**REQUIREMENTS FOR WINTER EMPLOYMENT AT PRO SCAPES INC.**

Upon accepting a **snow plowing** position at Pro Scapes Inc. you have agreed to the following:

**Basic Requirements:**

You must have your very own car which is maintained in good condition and is available to you at all times for your transportation to and from work. You must be able to report to work within 45 minutes after being contacted. You must have a valid New York State drivers license and if it is revoked or suspended for any reason you must notify Pro Scapes at once. You must have your own phone at the address at which you live. You must also advise Pro Scapes of any change in residence or phone number.

**Availability:**

The usual hours for snow plowing work are from 2:00 am to 11:00 am and from 12:00 pm to 8:00 pm. However, you must be available 24 hours a day, all days including holidays. Between the beginning of winter and spring you may be called in for work other than snow plowing. The hours of this work may vary and you should call in weekly or daily to check on the availability of this work. It is acceptable to hold an outside job during the winter as long as you remain 100% available to Pro Scapes should you be needed to work here. It is essential that you are not intoxicated or under the influence of any other drugs at the time of work. It is your responsibility to keep track of weather conditions and act accordingly. When it is snowing or snowy weather is predicted, you should call in to Pro Scapes and check to see when we might be going out to plow. If you are not at home, you should leave the phone number where you can be reached.

**Pay:**

Pay for snow plowing work will be the same as your regular rate of pay for other work. However, to compensate you for the usual low hours, extra responsibilities and somewhat odd hours worked during the winter snow plowing season, you will be given a snow plowing bonus for all snow plowing hours worked up to the fortieth hour. Whenever doing any work other than actual snow plowing, you will be paid at your regular rate of pay.

I, \_\_\_\_\_, have read the above and understand and  
(print name)

agree with the terms stated. I also understand that failure to follow the above requirements may result in disciplinary action such as decrease in pay, reduction of snow plowing bonus or dismissal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**This information sheet contains general information. See current Employee Handbook for requirements and details. Pro Scapes Inc. reserves the right to modify policies at any time without prior notice.**