

# Horticulturalist/Sales

## Position Summary

With the guidance and supervision of the store managers, to assist customers in the purchasing of plant material and all related hard good items.

## Regularly Assigned Duties & Responsibilities

1. Effectively and courteously wait on customers.
2. Assisting, designing and implementation of displays, including current and neat signage on all merchandise.
3. Take the necessary steps to insure clean and proper housekeeping methods in order to promote sales and safety.
4. Be able to make decisions of benefit to customer and company to generate sales or carry out store policy.
5. Offer suggestions and demonstrate ways customers might use merchandise.
6. Be prompt and courteous at all times to customers, fellow employees, and managers.
7. Be able to effectively take job list and work without a manager present in order to accomplish given tasks.
8. Answer the telephone using required telephone procedures and manners.
9. All other duties as assigned by manager.

## Independent Decision Making Requirements

1. Ability to recognize and meet customer's desires and to complete customer satisfaction.
2. Ability to reflect a positive attitude toward fellow workers and customers.
3. Ability to work at a productive rate.
4. Ability to adjust schedule according to weather, personnel or other resource variations.
5. Ability to work under pressure.

**Employee may be assigned other duties by store manager or department manager, at other times when their department or job is not operating or during down season.**

**This job description is intended to serve as a guide to overall job assignments and as a tool to be used in establishing a sound rate of pay for work performed.**

**It should be borne in mind that a certain amount of overlapping of duties between jobs is necessary if complete departmental efficiency is to be attained. If therefore, because of the necessary overlapping, an employee in another job classification is asked to perform certain duties, listed in this job classification, it should not necessarily be construed to mean he/she is performing this overall job.**