

Garden Center Sales

Cultivate & Deliver Customer Value:

- Help maintain the cleanliness of the garden center, keeping it neat, organized and safe at all times
- Constantly increase your knowledge about plants, fertilizers and gardening supplies
- Commit to continuous learning and capitalize on all training and development opportunities
- Cross-sell and encourage beneficial add-ons, up-sell when appropriate; promote current sales, promotions etc.
- Embrace change and proactively raise new ideas to improve the performance of the nursery

Be a Team Player:

- Be a reliable teammate with a "can do" attitude who assists with all store tasks including, but not limited to, plant maintenance, deliveries, stocking, inventory spot counts and the opening and end of day processes
- Friendly and approachable
- Help create a positive environment in which to work, shop and buy
- Advise clients on the care and maintenance of plants, trees, shrubs and garden related items.
- Enthusiastic about products & solutions, become knowledgeable and comfortable with suggest selling skills in order to assist customers on product needs. Garden Center Sales Associates will interact with all customers, staff and vendors in a professional manner at all times.
- Can hold yourself and others accountable to deliver on our commitments

Skills and Requirements:

- Fantastic customer service skills
- High school diploma or GED equivalent preferred
- Ability to work independently and with others in a fast-paced environment to achieve goals.
- Detail oriented & excellent communication skills
- Experience with and ability to operate a cash register
- Basic and accurate math skills to add up manual invoices using calculator
- Ability to hand write up invoices and orders accurately
- Must have the ability to stand and walk most of the entire shift and work primarily outdoors in diverse Northern Illinois weather with exposure to garden center/greenhouse elements such as dirt, insects, strong smells, water, snow, heat and cold as well as the ability to lift 40-50 lbs. repeatedly.
- Unloading and loading vehicles.
- Design and create items during holiday seasons, work in the greenhouses, create floral arrangements, create custom pots and more.
- Design and or make suggestions for clients to fit their needs
- Follow safe work practices
- Gardening work; watering, pruning, deadheading, digging, raking, shoveling, transplanting, cleaning, planting etc.
- Setting and restocking retail displays and executing special projects
- Sell holiday and seasonal items well (i.e. pumpkins, Christmas trees etc.)
- Ability to follow direction both verbal and written with minimal supervision
- Notify supervisors of products that may need reordering
- Monitor equipment use and maintain equipment and tools in good working order.
- Perform other related duties and assignments as requested
- Previous retail, sales and/or hospitality experience a major plus
- Experience working in a garden center, greenhouse, nursery or florist a major plus
- Basic computer skills (Social Media, Excel, email, Microsoft word, digital camera and familiarity using POS systems)

The ideal candidate will have:

- an upbeat positive attitude
- motivated, creative
- reliable, trustworthy
- an interest in learning about all plants, trees and shrubs and items related
- retail experience

Candidates must be able to work weekends and holidays. Be able to lift at least 50 lbs. Work in all weather conditions. Must have a valid driver's license, and clean driving record and have reliable transportation to and from work.

Part-time (30 hours or less year round) \$11.25-\$13.50 per hour

If this sounds like a good fit, we would love to hear from you. Please apply in person and ask for an application from a sales associate at 3800 Old Glenview Rd. Evanston, IL 60201, Monday – Saturday 10 am- 5 pm. If you have a resume, please bring it along and turn it in with your completed job application. **Please no phone calls or emails.**

This job description is intended as a summary of the primary responsibilities of and qualifications for this position. The job description is not intended as inclusive of all duties the team member in this position might be asked to perform or of all qualifications that may be required either now or in the future. The above is not an exhaustive list of responsibilities - in the spirit of collaboration and growth, what we're after is for you to shape and grow your role beyond what's listed.