

**Job Title:** Horticulture Sales Associate at Sweet Lane Wholesale Nursery

**Status:** Full Time

**Company Overview:** Sweet Lane Nursery is a wholesale to the trade only and does not sell retail. We provide high-quality plant material to landscape professionals throughout Sonoma, Napa, Marin, and the Bay Area. We offer a broad array of larger specimen trees in 48" to 72" boxes as well as trees and hedging material in #15, 24" and 36" box containers. Our collection of high-quality Japanese Maples is the largest in the Bay Area both in terms of quantity and selection. We take pride in being a small family-run business that works on building strong connections with our customers.

**Summary Duties and Responsibilities:** As a Sales Associate, you will be an integral part of our team, contributing to the success of the nursery and directly interacting with our clients. Our sales associate is the first and last contact for our customers. They need the ability to develop a connection with our customers as well as be outgoing and have the drive to learn our inventory/plant material.

**Key responsibilities include:**

**Customer Service and Sales:**

- Develop sales skills.
- Build a customer base.
- Provide exceptional customer service.
- Know current plant pricing.

**Horticultural Expertise:**

- Become knowledgeable about the plants we offer.
- Understand client requests and be able to offer substitutions and recommendations.

**Operational Support:**

- Perform sales functions.
- Help with scheduling client delivery and orders.
- Create invoices.
- Answer phone calls and client questions.

**Education, Prior Work Experience, and Specialized Skills and Knowledge:**

- Prior working experience in nursery or sales positions.
- Good communication skills, organizational abilities, and the ability to follow directions.
- Great customer service skills.
- Preferred knowledge of California horticulture practices with the ability to communicate the knowledge clearly to clients.
- Preferred knowledge of plant material grown at the nursery is a plus but not required.

**Compensation:** We offer competitive compensation commensurate with experience and a comprehensive benefits package for full-time associates, including:

- Medical, dental, and vision at no cost
- 2 weeks paid vacation.
- 2 weeks off in December for holidays
- Closed Saturday and Sunday
- Consistent hours 7:30-4:30 Monday through Friday.

**Physical Environment/Working Conditions:**

- Emphasis on walking, sitting, and standing for a major portion of the day.
- The workday involves indoor activities and prolonged sitting.
- Need to be able to be in the sun, hot and cold weather for short durations.

Start Date: January 2024

Status: Full Time

Location: On-site (no remote work possible)

If this position sounds like a perfect fit for you, please email your resume to [brendan@sweetlanenursery.com](mailto:brendan@sweetlanenursery.com)