



POSITION TITLE: Annuals Team Member I

REPORTS TO: Annuals Team Leader

HOURS: 1st Shift

FLSA STATUS: Non-Exempt

LOCATION: Middletown Location

SUPERVISORY CONTROL: None

I. PRIMARY RESPONSIBILITIES:

This position is responsible for the daily care of all annual plants and maintenance of the annual plant sales area while providing knowledgeable assistance and service to customers.

II. ESSENTIAL FUNCTIONS:

- Maintains an availability to greet and assist customers in this sales area and is aware that customer service excellence is the primary purpose of this position
- Performs daily watering and monitoring of the annual plant stock in the Annuals Sales Area
- Receives newly arrived plant material on the dock area and transports the containers to the Annuals Sales Area
- Keeps benches and end caps full of fresh, properly spaced plant material and makes certain that the overall appearance of this area is clean, attractive and well-tended
- Assists with the cleaning, sweeping and hosing down of the Annuals Sales Area
- Assists with the plant labeling, signage and arrangement of point of purchase display materials for the Annuals Sales Area
- Communicates with the Annuals Sales Team Leader and Garden Center Manager to discuss daily schedules and special assignments

III. ADDITIONAL FUNCTIONS:

- Becomes knowledgeable of all plant names and their basic cultural requirements which include size and growth habits, fertilization and watering, light and pH preference and pruning techniques to help educate and advise customers in the Annuals Sales Area
- Is responsible for knowing all prices of all items in the Annuals Sales Area
- Assists with the placement of display equipment and materials that are required to meet seasonal needs
- Becomes knowledgeable of common plant pests and diseases and the controls offered for sale in the Garden Center
- Keeps aware of all current sales and advertised items in the Annuals Sales Area
- Attends weekly training meetings and contributes to the educational purpose of the meetings
- Assumes any other responsibilities that the Annual Sales Area Team Leader may assign

This position description is not to be construed as an exhaustive statement of accountabilities, duties, responsibilities of requirements. Any individual may be required to perform any other job-related activities or functions requested by his or her manager, subject to reasonable accommodation. Berns Greenhouse and

Garden Center has the right to modify this job description to reflect changes in essential job duties made necessary by changing organizational needs, subject to reasonable accommodation.

III. QUALIFICATIONS AND REQUIREMENTS:

- Ethical, dependable, honest and trustworthy
- Knowledge of annual plants that can be successfully grown in this area a plus
- Strong attention to detail
- Ability to work independently
- Patience, flexibility, and ability to take direction
- Excellent communication and interpersonal skills
- Customer service experience a plus
- Willingness to learn and be open minded
- Ability to frequently lift up to 50 pounds
- Ability to talk, see and hear with or without reasonable accommodation
- Constant walking, bending, carrying, lifting, kneeling, pushing, pulling, etc.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

IV. JOB ENVIRONMENT:

The majority of this job is performed outside in all types of weather: heat, high humidity, rain and cold. The work environment is occasionally noisy, dusty and dirty. There is exposure to packaged soils and soil amendments, packaged chemicals, pollen, seeds and various types of plants. The physical demands of this job are moderate to high. While the job requires mostly standing and walking, there is also an equal amount of handling, pulling, pushing, bending and reaching. While performing the duties of this job, the employee is regularly required to talk, see and hear.

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