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**POSITION TITLE: Nursery Team Member**

**REPORTS TO: Nursery Supervisor**

**HOURS: 1st Shift**

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| **FLSA STATUS: Non-Exempt** |  |
| **LOCATION: Middletown Location**  **SUPERVISORY CONTROL:** None |  |

1. **PRIMARY RESPONSIBILITIES:**

This position is responsible for providing exceptional assistance to customers, creating maximum nursery sales and profitability, assisting with the organization and display of nursery products, and maintaining inventory of product with the guidance of the supervisor.

1. **ESSENTIAL FUNCTIONS:**

* Helps monitor the quality control of both newly delivered plant material and the current material on the sales floor
* Helps maintain the overall appearance of the nursery sales area and assists with the upkeep and appearance of the nursery buildings
* Is responsible for the daily hand-watering or irrigation of container trees and shrubs
* Loads bagged goods, hard goods and mulch into customer’s vehicles when necessary
* Attends available seminars, conferences and tours to update personal knowledge base
* Receives, tags and neatly displays container trees and shrubs
* Assists in unloading delivery trucks when necessary
* Maintains an awareness of all current sales and advertised items
* Assumes any other responsibilities that the Nursery Supervisor may assign
* Provides information to customers concerning company policies on delivery dates, availability of merchandise and any important tree or shrub cultural information

1. **ADDITIONAL FUNCTIONS:**

* Provides exceptional customer service, offers extensive product knowledge and information and suggests creative ways to use nursery plants in home landscapes
* Helps solve tree and shrub related disease and pest problems for customers and offers sound advice on using plant care products
* Assists in merchandising the nursery sales area with fresh, colorful plant material, creating seasonal displays and appropriate “tie-in” products. Uses effective traffic flow patterns and displays easily identifiable merchandise
* Assists in training new staff members in retail selling techniques, nursery area procedures and product knowledge

*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 all trees and shrubs that can be successfully grown in this area a plus
* Strong initiative and can work independently
* Attention to detail
* 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
* Constant walking, bending, carrying, lifting, kneeling, pushing, pulling, etc.
* Ability to talk, see and hear with or without reasonable accommodations

*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.*

1. **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 lifting, pulling, pushing and bending. While performing the duties of this job, the employee is regularly required to talk, see and hear.

*Berns Greenhouse and Garden Center is an Equal Employment Opportunity (EEO) employer and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, marital status or disability (in compliance with the Americans with Disabilities Act) with respect to employment opportunities.*