

# Nursery and Grounds Assistant Position

## Job Description:

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Position will begin as a part-time/on-call basis to fit the growing and changing needs of our expanding landscape company. A qualified candidate will be reliable, willing to take initiative, willing to learn, have a good driving record, be flexible, and have knowledge of and a healthy love for flora. Candidate will need to be able to identify plants and trees in our inventory, maintain grounds and equipment and be able to work with our vendors and customers in a professional and caring manner.

## Job Requirements:

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- Ability to read and write English fluently
- Ability to lift up to \*50 lbs. regularly and up to \*75 lbs. occasionally
- Must have valid driver's license and be able to work in the U.S.
- Must have the ability to get a copy of driving record
- Must be able to follow verbal and written directions
- Ability to learn and implement company policies and procedures
- Ability to communicate effectively
- Ability to maintain good customer and co-worker relations
- Must be able to work within a team
- Must be able to work alone effectively and efficiently without supervision
- Must have knowledge of our incoming and new flora for identification purposes

\*Weight and size of inventory will vary. Safe use of lifting and moving equipment when necessary.

## Job Duties will include, but are not limited to:

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Inventory maintenance and Quality control:

- Maintain inventory of nursery and shop
- Follow water/food/fertilization schedule
- Delivery receiving
- Delivery transport and retrieval/Order retrieval off location
- Plant and tree transplanting
- Inventory identification
- Identify inventory in distress

Grounds keeping:

- Maintain grounds of Nursery and Main shop locations
- Occasionally drive tractor for purposes of grounds keeping and moving inventory
- Will utilize yard maintenance equipment safely and keep tools well maintained

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<b>Salary</b>	Pay D.O.E./Negotiable	<b>Experience Required</b>	Above
<b>Career Level Required</b>	Entry level	<b>Job Type</b>	Employee
<b>Education Required</b>	Have ability to identify inventory of trees and plants <b>Job status</b> Part-time to start		

## Contact Information

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