



Title: NURSERY MANAGER – LISBON BRANCH 15870 Frederick Road, Woodbine MD 21797

Reporting Relationship: This position reports to the General Manager.

Job Description: This position supports Country Springs Wholesale Nursery in leading the nursery team to accomplish the following:

- Receive incoming material, insuring accuracy in material delivered as ordered and of acceptable quality.
- Properly fill out all receiving documents per company policy.
- Insure proper care and quality control of all material in inventory.
- Solving inventory discrepancies including initiating cycle counts as needed.
- Maintain fleet records including PM schedules and determine best course of action for timely & cost effective maintenance and repairs.
- Pass along noteworthy availability to the sales team including pictures as appropriate.
- Contribute to the weekly sales meetings by being prepared to discuss important information useful to the team.
- Assist GM in development of weekly sales specials based on inventory overages.
- Coordinate material transfers schedule with the procurement team.
- Consult with procurement team in regards to merchandising, display ideas and overstock storage solutions.
- Assist in determining marketing plans for distressed and clearance material particularly in regards to reaching inventory goals for year end.
- Educate all staff members in regards to inventory mix & product knowledge.
- Provide informational tours of the nursery yards for customers and sales staff.
- Assist in counter and phone sales coverage as the site requires the support.

Qualifications:

The ideal candidate will possess the following qualifications and skills:

- 3 years' experience in the landscape/nursery industry.
- 2 years' experience serving in customer service roles.
- Knowledge of trees, plants, perennials and ability to make substitution recommendations as necessary.
- Excellent communication and team skills.
- Be a team player who is willing to assist coworkers with various tasks.
- Have the physical ability to lift heavy items (50lbs or more) often and stand for an average of 95% of the work day.
- Have great respect for attention to detail, sense of urgency.

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- Knowledge of irrigation systems would be an asset.
- Experience in the hardscape industry would be a strong plus. Pavers, boulders, landscape tools, etc.
- Being bilingual with Spanish would be an asset.
- Experience operating a skid steer or similar machinery.

Overall this position is focused on several goals the first of which is strengthening the team members of Country Springs Wholesale by providing education, guidance and suggestions. Also, assist the GM in an effort as to grow the company's position as the preferred source for products by landscape professionals and the most desired distribution point for growers and hardgood suppliers in the Washington and Baltimore Metro area. This is an important position on the Country Springs team and is expected to work with and be supported by the team.

Forward your resume to Rob Conaway, General Manager, at rconaway@countriespringswholesale.com. The employment application is available to download on our website at <http://countriespringswholesalenursery.com/lisbon/>