

Nursery Technician and Tree Planter

Job Responsibilities

- Customer service and sales in the trees & shrubs department
- Primary delivery driver, while also managing others to make scheduled deliveries
- Manage the White Oak Gardens Delivery service
 - Communicate with the store associates available dates/times that deliveries can be scheduled
 - Organize and execute deliveries on a daily basis
 - Safely load, drive, and unload the appropriate vehicle to complete the delivery
 - Communicate with delivery customers to confirm material(s) being delivered, location being delivered to, and estimated time of arrival
 - Communicate with Nursery managers about any unique delivery assignments, the resources needed, and plan ahead
 - Can, with experience, implement new methods and procedures
- Manage the White Oak Gardens Tree Planting service
 - Communicate with customers and schedule tree planting appointments
 - Maintain a calendar that shows available dates/times for tree plantings and also shows scheduled tree plantings
 - Communicate with Nursery managers about any unique tree planting assignments, the resources needed, and plan ahead
 - Safely load, drive, and unload the appropriate vehicle to complete the delivery
 - Can, with experience, implement new methods and procedures
- Care for plants and materials
- Care for campus grounds
- Assist with projects

Job Requirements (the right person for the job)

- Experience with customer service, plants, and landscaping is desirable but not necessary
- Must communicate effectively with customers and peers
- Must have valid drivers license and safe driving habits
- Willing to learn on the job
- Work mostly outdoors in different types of weather
- Requires walking, carrying, pulling, kneeling, bending, pushing, reaching and lifting up to 50 pounds
- Full-time and must work Saturdays