

Job Description: **Sales Area Leader – Plant Care Buyer**

Reports to: Garden Center Manager

Supervises: Sales Support Staff

Does this sound like you? If so, apply today!

When it comes to knowing what products people want . you know. You've got some buying experience and love finding out what is new in the industry. Working outside is no problem for you. Rain? You won't melt. Taking care of your customers and their needs is your first priority. A close second . maintaining and processing your product that you order in an efficient and organized manner.

You know how important it is to help customers be successful and you're focused on teaching them and your staff the best way to use the products that you buy. When you see a customer you know it's your first priority to make contact and welcome them. Then, help them focus on products that will help them be successful with their project. Providing the most accurate information about the plants and products is key to building trust with the customer. If they're not successful the first time around, you'll be there to get them back on track with a smile!

You love working and educating other staff members and get excited about new products that you bring in. You don't mind travelling to see what's new in the market and stay abreast of the trends in your department. You've got a passion for finding the best price for a product and building relationships with vendors. You also know that in order to make great sales, plants and products need to look their best. So between customers, you have no problem watering, unloading racks or cleaning what needs to be cleaned.

Because you're self-motivated, you don't need someone checking up on you to make sure you're always being productive. You're not afraid to admit what you don't know or ask for help from other staff. You take pride in your work and have a passion for what you do. You're looking for full time and are available on weekends.

Tell us your story and we'll happily consider your application!

Key Job Responsibilities:

1. Greet all of our customers with a smile and make them feel welcome!
2. Sell and promote your department's products and related goods. Selling should be your first priority . at least as important as buying. Take complete responsibility for display and selling of your inventory. Use accepted selling techniques such as %suggestive selling.+
3. Buy the right product mix and strive to increase sales / margins over last year's actual sales.

4. Work with and collaborate with other SALs to cross-sell and cross-buy. Communicate what you want to buy from vendors ahead of the time to ensure availability.
5. Ensure computer inventory input of department merchandise is accurate.
6. Check incoming deliveries for accuracy and quality.
7. Participate in employee hiring, orientation and training.
8. Train your staff in selling techniques, product knowledge and garden center policies . see Employee Handbook. Monitor attendance, enforce policies & procedures. Monitor overtime, vacations and time off.
9. Participate in Sales Area Leader Weekly Meeting, Review your weekly reports / know your actual sales revenues and margins. Discuss and agree with GC Manager on go-forward activities to meet or exceed goals.
10. Do your part to create an innovative and collaborative BNP culture
11. When you are not working customer sales, you will assist with pricing, labeling, display and maintenance of plants and related products. This includes keeping plants healthy, product properly stocked and restocked, cleaned and maintaining the overall presentation of the garden center.
12. Assist customers on the phone as needed with inventory checks, plant information and other requests.
13. Assist with plant and product ordering as requested. Assist with physical inventory count.
14. Communicate thoroughly and clearly with management team and other staff to ensure customer satisfaction.