

Job Description

Product Care/Knowledge

A. Flower Season

1. Water and Fertilize Flowers as specified by training and schedule.
2. Clean and Dead-Head Flats, 4" Pots, Hanging Baskets and Containers
3. Maintain a basic knowledge of plant names and their characteristics.
4. Load and Unload Daily Delivery Trucks.

B. Vegetable Season

1. Sort produce daily to ensure top quality of product.
2. Properly pack and rotate produce as specified in training.
3. Maintain a Basic Knowledge of Product names, varieties and where each is grown.
4. Take end-of-day inventory of remaining produce.
5. Load and unload Daily Delivery Trucks.

Market Appearance

1. Maintain full and neat displays as specified in training.
2. Properly store and organize boxes of produce that are not on display.
3. Display Accurate and Legible Signs.
4. Arrange Displays and Tables, which may require heavy lifting.
5. Maintain a clean market by sweeping floors, keeping empty boxes stacked neatly and keeping garbage out of customers' sight.
6. Work together with co-workers to complete projects.

Customer Service

1. Greet each customer that enters the market.
2. Assist the customer with any questions they may have.
3. Portray a positive attitude to customers and co-workers.
4. Assist customers in carrying purchases to their car when needed.
5. Thank each customer upon their departure and welcome him/her back.

Cash Register-Consistent through both seasons

1. Maintain an accurate cash register till on a daily basis.
2. Complete error-free Daily Balance Sheets, Deposit Tickets and Inventory Reports.
3. Deposit starter bag and nightly deposit in the Night Depository at the bank.
4. Handle money carefully and discreetly when customers are present.

Assist with other duties for the good of co-workers and the business.